

BIG RAPIDS CHARTER TOWNSHIP BOARD
REGULAR MEETING TUESDAY, OCTOBER 1, 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: Roger Cole, Superintendent Morley Stanwood Schools

APPROVAL OF: September 3rd meeting minutes: **ITEM A**

FINANCIAL

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

APPROVAL OF BILLS:

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

MONTHLY REPORTS:

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

UNFINISHED BUSINESS:

1. Hills of Mitchel Creek Sewer problems: **ITEM O**
2. Other:

NEW BUSINESS:

1. Request to add Dawson Neibarger to Fire Roster: **ITEM P**
2. Request to add Ethan Davis to Fire Roster: **ITEM Q**
3. Emergency repair of rescue unit: **ITEM R**
4. Request from Planning Commission to hire Dave Bee of WMRPC to help with master plan: **ITEM S**
5. Recommendation from Roads Committee to add funds not spent this year to the 2020 budget:
6. Set wages for 2020:
7. Set public hearing for 2020 budget including required taxing amounts to support budget:

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, SEPTEMBER 3, 2019
UNAPPROVED**

Item "A"

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

PUBLIC COMMENT: Dan Neuberger – Substance Use Disorder Counselor, Tom O’Neil – Dragon and County Road Mileage

ADDITIONS TO AGENDA: none

CORRESPONDENCE: Morley Community Center:

SPECIAL APPEARANCE: none

APPROVAL OF: August 6th meeting minutes: A motion to approve August 6, 2019 minutes as printed was made by Bean. Seconded by Everett. Motion passed unanimously.

FINANCIAL

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

APPROVAL OF BILLS:

1. **Accounts Payable:** A motion to approve accounts payable checks in the amount of \$63,391.49 plus the \$350.00 Construction Fund check was made by Geib. Seconded by Everett. Motion passed unanimously on a roll call vote.
2. **Payroll:** A motion to approve Payroll check #11760-11795 and stub 20 in the amount of \$21,241.51 was made by Bean. Seconded by Geib. Motion passed unanimously on a roll call vote.

MONTHLY REPORTS:

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

A motion to notify company in writing that we are not interested in doing any kind of business with them and the next time we find them putting a tool to our hydrant we will press charges was made by Everett. Seconded by Bean. Motion passed unanimously.

UNFINISHED BUSINESS:

1. **Other:**

NEW BUSINESS:

1. **Request to add Joseph Lee to Fire Roster:** A motion to add Joseph Lee to the fire roster was made by Fountain. Seconded by Merendino. Motion passed unanimously.
2. **Request to add Scott Roman to Fire Roster:** A motion to add Scott Roman to the fire roster was made by Bean. Seconded by Geib. Motion passed unanimously.
3. **Request to add Bryar Velting to Fire Roster:** A motion to add Bryar Velting to the fire roster was made by Everett. Seconded by Fountain. Motion passed unanimously.
4. **Request to refund Tap in fee:** A motion to refund the \$2,500 tap in fee to the developer in the Hills of Mitchell Creek was made by Merendino. Seconded by Bean. Motion passed unanimously on a roll call vote.
5. **Request for Hidden Drive sign by Mary Kay Anderson:** A motion to approve a Hidden Drive sign on Madison at Mary Kay Anderson’s driveway was made by Everett. Seconded by Bean. Stanek-yes, Fountain-no, Bean-yes, Everett-yes, Geib-yes, Merendino-yes.
6. **Presentation of 2020 budget:** no action.

PUBLIC COMMENT: Tom O’Neil – Roger Harrison

ADJOURNMENT: 7:43 p.m.

09/25/2019 03:32 PM
 User: PENNY
 DB: Big Rapids Town

BANK RECONCILIATION FOR BIG RAPIDS TOWNSHIP
 Bank GEN (GENERAL TOWNSHIP CHECKING)
 FROM 08/01/2019 TO 08/31/2019
 Reconciliation Record ID: 90

Item "B"

| GL Number | Description | Beginning Balance |
|-----------------------------|---------------------|-------------------|
| 101-000-001.000 | Cash - Checking | 597,911.56 |
| 101-000-001.001 | Cash Non-Expendable | |
| 203-000-001.000 | CASH | 183,113.08 |
| 204-000-001.000 | CASH | 92,257.55 |
| 206-000-001.000 | Cash - Checking | 159,839.29 |
| 212-000-001.000 | Cash - Savings | 481.25 |
| 246-000-001.000 | Cash - Savings | |
| 249-000-001.000 | Cash - Savings | 124,615.53 |
| 271-000-001.000 | CASH | 1,162.98 |
| 301-000-001.000 | Cash - Savings | |
| 401-000-001.000 | CASH | 33,251.70 |
| 590-000-001.000 | Cash - Savings | 545,093.43 |
| 591-000-001.000 | CASH | (70,626.38) |
| 593-000-001.000 | CASH | |
| 701-000-001.000 | Cash - Savings | |
| 708-000-001.000 | CASH | 20,996.77 |
| 711-000-001.000 | CASH | |
| 711-000-001.100 | HVC Cash Expendable | 15,819.61 |
| 850-000-001.000 | Cash - Savings | (13,637.08) |
| Beginning GL Balance: | | 1,690,279.29 |
| Add: Cash Receipts | | 73,367.32 |
| Less: Cash Disbursements | | (62,611.95) |
| Less: Payroll Disbursements | | (21,723.46) |
| Ending GL Balance: | | 1,679,311.20 |

| GL Number | Description | Ending Balance |
|--------------------------|---------------------|-----------------------------|
| 101-000-001.000 | Cash - Checking | 577,217.03 |
| 101-000-001.001 | Cash Non-Expendable | |
| 203-000-001.000 | CASH | 183,113.08 |
| 204-000-001.000 | CASH | 94,241.53 |
| 206-000-001.000 | Cash - Checking | 153,270.23 |
| 212-000-001.000 | Cash - Savings | 6,671.50 |
| 246-000-001.000 | Cash - Savings | |
| 249-000-001.000 | Cash - Savings | 122,051.28 |
| 271-000-001.000 | CASH | 1,427.52 |
| 301-000-001.000 | Cash - Savings | |
| 401-000-001.000 | CASH | 33,251.70 |
| 590-000-001.000 | Cash - Savings | 549,865.13 |
| 591-000-001.000 | CASH | (72,065.65) |
| 593-000-001.000 | CASH | |
| 701-000-001.000 | Cash - Savings | |
| 708-000-001.000 | CASH | 20,996.77 |
| 711-000-001.000 | CASH | |
| 711-000-001.100 | HVC Cash Expendable | 15,819.61 |
| 850-000-001.000 | Cash - Savings | (6,548.53) |
| Ending GL Balance: | | 1,679,311.20 |
| Ending Bank Balance: | | 1,582,303.12 |
| Add: Deposits in Transit | | |
| | | 09/10/2019 *Deposit ID: 283 |
| | | ACH KUSHNER |
| | | SEWER FUND TO SEWER CE |
| | | 1,207.33 |
| | | 52.50 |
| | | 100,000.00 |
| | | 101,259.83 |
| Less: Outstanding Checks | | |

AP Checks

| Check Date | Check Number | Name | Amount |
|----------------|--------------|-------------------------------------|----------|
| 05/03/2018 | 31069 | DYKEMA GOSSETT PLLC | 57.24 |
| 08/08/2019 | 1174 | RENE FOUNTAIN | 125.00 |
| 08/29/2019 | 9930077 | JOHN HANCOCK LIFE INSURANCE COMPANY | 2,555.32 |
| Payroll Checks | | | |

| Check Date | Check Number | Name | Amount |
|------------|--------------|------------------------|--------|
| 12/31/2017 | 10970 | BEAN, SUSAN | 11.01 |
| 03/01/2018 | 11067 | MYERS, AARON | 43.41 |
| 09/01/2018 | 11318 | BEAN, SUSAN | 208.00 |
| 05/01/2019 | 11632 | BRYANT, ELIZABETH | 6.02 |
| 07/01/2019 | 11702 | PEREZ, ADAM | 145.17 |
| 07/01/2019 | 11709 | BRYANT, ELIZABETH | 72.65 |
| 08/01/2019 | 11754 | CURRIE, PENNY | 899.45 |
| 08/01/2019 | 11759 | MERENDINO, CHRISTOPHER | 128.48 |

Total - 11 Outstanding Checks: 4,251.75
Adjusted Bank Balance 1,679,311.20
Unreconciled Difference: 0.00

REVIEWED BY: Renz Fountain DATE: _____

9/26/19

Item "C"

09/27/2019 REVENUE AND EXPENDITURE REPORT FOR BIG RAPIDS TOWNSHIP
 PERIOD ENDING 10/31/2019
 % Fiscal Year Completed: 83.29

| GL NUMBER | DESCRIPTION | 2019 | | YTD BALANCE | | ACTIVITY FOR | | AVAILABLE | | % BDGT USED |
|--|---|----------------|------------|-------------------|------------|---------------------|-------------------|-----------|--|-------------|
| | | AMENDED BUDGET | 10/31/2019 | NORMAL (ABNORMAL) | 10/31/2019 | INCREASE (DECREASE) | NORMAL (ABNORMAL) | BALANCE | | |
| Fund 101 - GENERAL OPERATING FUND | | | | | | | | | | |
| Revenues | | | | | | | | | | |
| Dept 000 - GENERAL | | | | | | | | | | |
| 101-000-402.000 | Current Real Property Tax | 185,000.00 | 171,375.73 | | 0.00 | | 13,624.27 | 92.64 | | |
| 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 | 1,870.52 | | 0.00 | | (470.52) | 133.61 | | |
| 101-000-447.000 | Property Tax Admin Fee | 48,500.00 | 52,035.38 | | 0.00 | | (3,535.38) | 107.29 | | |
| 101-000-451.000 | Business Licenses & Permits | 19,500.00 | 8,951.87 | | 0.00 | | 10,548.13 | 45.91 | | |
| 101-000-574.000 | State Shared Revenue | 364,000.00 | 176,230.00 | | 0.00 | | 187,770.00 | 48.41 | | |
| 101-000-607.000 | Ch. for Serv. (fees, zoning) | 1,500.00 | 830.00 | | 0.00 | | 670.00 | 55.33 | | |
| 101-000-610.000 | School Parcel Fee | 6,200.00 | 5,587.00 | | 0.00 | | 613.00 | 90.11 | | |
| 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 | 1,200.00 | | 0.00 | | 2,800.00 | 30.00 | | |
| 101-000-634.000 | Ch. for Serv. (grave op & cl) | 12,000.00 | 12,900.00 | | 0.00 | | (900.00) | 107.50 | | |
| 101-000-635.000 | Chg For Serv Cem Foun & Misc | 3,500.00 | 4,104.00 | | 0.00 | | (604.00) | 117.26 | | |
| 101-000-640.000 | Ch. for Serv. (lot splits) | 500.00 | 600.00 | | 0.00 | | (100.00) | 120.00 | | |
| 101-000-664.000 | Int. & Div. on Earnings | 6,500.00 | 8,939.43 | | 0.00 | | (2,439.43) | 137.53 | | |
| 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 | | |
| 101-000-673.000 | Sale of Fixed Assets | 0.00 | 987.00 | | 0.00 | | (987.00) | 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 | 8,433.52 | | 0.00 | | (8,433.52) | 100.00 | | |
| 101-000-687.000 | REFUNDS | 500.00 | 227.39 | | 0.00 | | 272.61 | 45.48 | | |
| 101-000-697.000 | Transfer from other Fund | 50,000.00 | 0.00 | | 0.00 | | 50,000.00 | 0.00 | | |
| 101-000-698.000 | Advance from Fund Balance | 180,000.00 | 0.00 | | 0.00 | | 180,000.00 | 0.00 | | |
| Total Dept 000 - GENERAL | | 948,600.00 | 458,271.84 | | 0.00 | | 490,328.16 | 48.31 | | |
| TOTAL REVENUES | | 948,600.00 | 458,271.84 | | 0.00 | | 490,328.16 | 48.31 | | |
| Expenditures | | | | | | | | | | |
| Dept 101 - TOWNSHIP BOARD | | | | | | | | | | |
| 101-101-702.000 | Salary & Wages | 7,000.00 | 4,666.56 | | 0.00 | | 2,333.44 | 66.67 | | |
| 101-101-702.020 | Salary & Wages Clerical Help | 24,970.00 | 16,646.37 | | 0.00 | | 8,323.63 | 66.67 | | |
| 101-101-710.000 | Twp. Share Medicare Withholding | 465.00 | 309.05 | | 0.00 | | 155.95 | 66.46 | | |
| 101-101-714.000 | Health Insurance | 4,410.00 | 4,397.13 | | 0.00 | | 12.87 | 99.71 | | |
| 101-101-715.000 | Twp. Share Soc. Sec. Withholdg | 1,985.00 | 1,321.40 | | 0.00 | | 663.60 | 66.57 | | |
| 101-101-715.015 | Retirement | 4,590.00 | 2,814.64 | | 0.00 | | 1,775.36 | 61.32 | | |

| GL NUMBER | DESCRIPTION | 2019 | | YTD BALANCE | | ACTIVITY FOR | | AVAILABLE | |
|---------------------------------|---------------------------------|----------------|-------------------|---------------------|-------------------|--------------|--------|-----------|--|
| | | AMENDED BUDGET | 10/31/2019 | 10/31/2019 | MONTH 10/31/2019 | BALANCE | % BDGT | | |
| | | | NORMAL (ABNORMAL) | INCREASE (DECREASE) | NORMAL (ABNORMAL) | USED | | | |
| 101-101-720.000 | Medical Reimbursement | 835.00 | 504.68 | 0.00 | 330.32 | 60.44 | | | |
| 101-101-727.000 | Office Supplies | 800.00 | 628.74 | 0.00 | 171.26 | 78.59 | | | |
| 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 | 18,185.56 | 1,650.00 | 9,814.44 | 64.95 | | | |
| 101-101-850.000 | Communication | 3,400.00 | 2,323.09 | 0.00 | 1,076.91 | 68.33 | | | |
| 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 | 123.20 | 0.00 | 476.80 | 20.53 | | | |
| 101-101-881.000 | FALL CLEAN-UP | 7,500.00 | 425.73 | 425.73 | 7,074.27 | 5.68 | | | |
| 101-101-900.000 | Printing & Publishing | 2,000.00 | 846.88 | 0.00 | 1,153.12 | 42.34 | | | |
| 101-101-956.000 | Miscellaneous | 100.00 | 0.00 | 0.00 | 100.00 | 0.00 | | | |
| 101-101-958.000 | Membership & Dues | 0.00 | 3,242.00 | 275.00 | (3,242.00) | 100.00 | | | |
| 101-101-960.000 | Education | 1,500.00 | 70.00 | 70.00 | 1,430.00 | 4.67 | | | |
| 101-101-965.000 | Insurance & Bonds | 9,000.00 | 4,365.89 | 140.64 | 4,634.11 | 48.51 | | | |
| 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 | 60,870.92 | 2,561.37 | 39,484.08 | 60.66 | | | |
| Dept 171 - SUPERVISOR | | | | | | | | | |
| 101-171-702.000 | Salary & Wages | 25,000.00 | 16,666.64 | 0.00 | 8,333.36 | 66.67 | | | |
| 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 | 3,333.36 | 0.00 | 1,666.64 | 66.67 | | | |
| 101-171-702.300 | Health Insurance Buyout | 1,800.00 | 1,200.00 | 0.00 | 600.00 | 66.67 | | | |
| 101-171-710.000 | Twp. Share Medicare Withholding | 500.00 | 307.40 | 0.00 | 192.60 | 61.48 | | | |
| 101-171-715.000 | Twp. Share Soc. Sec. Withholdg | 2,100.00 | 1,314.40 | 0.00 | 785.60 | 62.59 | | | |
| 101-171-715.015 | Retirement | 5,250.00 | 3,498.00 | 0.00 | 1,752.00 | 66.63 | | | |
| 101-171-720.000 | Medical Reimbursement | 1,500.00 | 1,000.00 | 0.00 | 500.00 | 66.67 | | | |
| 101-171-727.000 | Office Supplies | 100.00 | 30.99 | 0.00 | 69.01 | 30.99 | | | |
| 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 | 240.00 | 0.00 | 120.00 | 66.67 | | | |
| 101-171-860.000 | Transportation | 400.00 | 288.26 | 0.00 | 111.74 | 72.07 | | | |
| 101-171-960.000 | Education | 1,000.00 | 982.46 | 116.00 | 17.54 | 98.25 | | | |
| 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 | 28,861.51 | 116.00 | 17,148.49 | 62.73 | | | |
| Dept 215 - CLERK | | | | | | | | | |
| 101-215-702.000 | Salary & Wages | 31,500.00 | 21,000.00 | 0.00 | 10,500.00 | 66.67 | | | |
| 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 | 5,133.36 | 0.00 | 2,566.64 | 66.67 | | | |
| 101-215-702.300 | Health Insurance Buyout | 1,800.00 | 1,200.00 | 0.00 | 600.00 | 66.67 | | | |
| 101-215-710.000 | Twp. Share Medicare Withholding | 650.00 | 399.46 | 0.00 | 250.54 | 61.46 | | | |
| 101-215-715.000 | Twp. Share Soc. Sec. Withholdg | 2,775.00 | 1,708.06 | 0.00 | 1,066.94 | 61.55 | | | |
| 101-215-715.015 | Retirement | 6,765.00 | 4,510.00 | 0.00 | 2,255.00 | 66.67 | | | |
| 101-215-720.000 | Medical Reimbursement | 1,500.00 | 1,000.00 | 0.00 | 500.00 | 66.67 | | | |
| 101-215-727.000 | Office Supplies | 700.00 | 290.54 | 0.00 | 409.46 | 41.51 | | | |

| GL NUMBER | DESCRIPTION | 2019 | | YTD BALANCE | | ACTIVITY FOR | | AVAILABLE | | % BDGT USED |
|----------------------------------|---------------------------------|----------------|------------|-------------------|------------|------------------|-------------------|-----------|--|-------------|
| | | AMENDED BUDGET | 10/31/2019 | NORMAL (ABNORMAL) | 10/31/2019 | MONTH 10/31/2019 | NORMAL (ABNORMAL) | BALANCE | | |
| 101-215-740.000 | Operating Supplies | 250.00 | 139.12 | | 0.00 | | 110.88 | 55.65 | | |
| 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 | 270.00 | | 90.00 | | 90.00 | 75.00 | | |
| 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 | 36,728.54 | | 90.00 | | 24,471.46 | 60.01 | | |
| 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 | 20,800.00 | | 0.00 | | 10,400.00 | 66.67 | | |
| 101-253-702.030 | Salary & Wages Deputy | 3,850.00 | 2,120.40 | | 0.00 | | 1,729.60 | 55.08 | | |
| 101-253-710.000 | Twp. Share Medicare Withholding | 510.00 | 332.32 | | 0.00 | | 177.68 | 65.16 | | |
| 101-253-714.000 | Health Insurance | 6,925.00 | 5,173.15 | | 0.00 | | 1,751.85 | 74.70 | | |
| 101-253-715.000 | Twp. Share Soc. Sec. Withholdg | 2,175.00 | 1,421.09 | | 0.00 | | 753.91 | 65.34 | | |
| 101-253-715.015 | Retirement | 5,180.00 | 3,432.00 | | 0.00 | | 1,748.00 | 66.25 | | |
| 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 | 987.11 | | 0.00 | | 12.89 | 98.71 | | |
| 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 | 1,881.09 | | 0.00 | | 2,868.91 | 39.60 | | |
| 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 | 36,265.81 | | 0.00 | | 23,219.19 | 60.97 | | |
| 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 | 3,876.48 | | 235.00 | | (376.48) | 110.76 | | |
| 101-257-801.005 | Contractual Assessor | 39,500.00 | 24,266.64 | | 3,033.33 | | 15,233.36 | 61.43 | | |
| 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 | 28,193.12 | | 3,268.33 | | 16,106.88 | 63.64 | | |
| Dept 262 - ELECTIONS | | | | | | | | | | |
| 101-262-702.000 | SALARY AND WAGES | 1,800.00 | 865.05 | | 0.00 | | 934.95 | 48.06 | | |
| 101-262-727.000 | SUPPLIES | 150.00 | 99.80 | | 0.00 | | 50.20 | 66.53 | | |
| 101-262-740.000 | Operating Supplies | 1,650.00 | 790.25 | | 0.00 | | 859.75 | 47.89 | | |
| 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 | 1,834.40 | | 0.00 | | 2,115.60 | 46.44 | | |

| GL NUMBER | DESCRIPTION | 2019 | | YTD BALANCE | | ACTIVITY FOR | | AVAILABLE | | % BDGT USED |
|---|--------------------------------------|----------------|------------|-------------|------------------|-------------------|---------------------|-------------------|---------|-------------|
| | | AMENDED BUDGET | 10/31/2019 | 10/31/2019 | MONTH 10/31/2019 | NORMAL (ABNORMAL) | INCREASE (DECREASE) | NORMAL (ABNORMAL) | BALANCE | |
| Dept 265 - TOWNSHIP HALL & GROUNDS | | | | | | | | | | |
| 101-265-702.000 | Salary & Wages | 2,200.00 | 713.13 | 0.00 | 0.00 | 1,486.87 | 32.42 | | | |
| 101-265-702.200 | Salary & Wages Snowplowing | 400.00 | 306.26 | 0.00 | 0.00 | 93.74 | 76.57 | | | |
| 101-265-710.000 | Twp. Share Medicare Withholding | 40.00 | 14.77 | 0.00 | 0.00 | 25.23 | 36.93 | | | |
| 101-265-715.000 | Twp. Share Soc. Sec. Withholdg | 165.00 | 63.21 | 0.00 | 0.00 | 101.79 | 38.31 | | | |
| 101-265-715.015 | Retirement | 0.00 | 142.71 | 0.00 | 0.00 | (142.71) | 100.00 | | | |
| 101-265-740.000 | Operating Supplies | 200.00 | 122.50 | 0.00 | 0.00 | 77.50 | 61.25 | | | |
| 101-265-775.000 | Repair & Maintenance Supplies | 0.00 | 96.00 | 96.00 | 96.00 | (96.00) | 100.00 | | | |
| 101-265-801.000 | Professional Services | 500.00 | 83.33 | 0.00 | 0.00 | 416.67 | 16.67 | | | |
| 101-265-920.000 | Public Utilities | 4,500.00 | 2,626.54 | 136.10 | 136.10 | 1,873.46 | 58.37 | | | |
| 101-265-930.000 | Repair & Maintenance | 2,600.00 | 1,890.05 | 126.00 | 126.00 | 709.95 | 72.69 | | | |
| 101-265-932.000 | Grounds maintenance | 800.00 | 171.86 | 0.00 | 0.00 | 628.14 | 21.48 | | | |
| 101-265-956.000 | Miscellaneous | 100.00 | 0.00 | 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 | 0.00 | 20,000.00 | 0.00 | | | |
| Total Dept 265 - TOWNSHIP HALL & GROUNDS | | 31,505.00 | 6,230.36 | 358.10 | 358.10 | 25,274.64 | 19.78 | | | |
| Dept 276 - TOWNSHIP CEMETERIES | | | | | | | | | | |
| 101-276-702.000 | Salary & Wages | 12,000.00 | 5,396.89 | 0.00 | 0.00 | 6,603.11 | 44.97 | | | |
| 101-276-702.015 | Salary & Wages Mangement | 23,000.00 | 14,805.01 | 0.00 | 0.00 | 8,194.99 | 64.37 | | | |
| 101-276-702.016 | Salary & Wages Clerical Mangement | 8,500.00 | 7,457.21 | 0.00 | 0.00 | 1,042.79 | 87.73 | | | |
| 101-276-702.100 | SALARY & WAGES: UNEMPLOYMENT | 4,800.00 | 2,587.00 | 0.00 | 0.00 | 2,213.00 | 53.90 | | | |
| 101-276-702.200 | Salary & Wages Snowplowing | 400.00 | 306.26 | 0.00 | 0.00 | 93.74 | 76.57 | | | |
| 101-276-710.000 | Twp. Share Medicare Withholding | 650.00 | 405.51 | 0.00 | 0.00 | 244.49 | 62.39 | | | |
| 101-276-714.000 | Health Insurance | 7,200.00 | 6,466.40 | 0.00 | 0.00 | 733.60 | 89.81 | | | |
| 101-276-715.000 | Twp. Share Soc. Sec. Withholdg | 2,750.00 | 1,733.84 | 0.00 | 0.00 | 1,016.16 | 63.05 | | | |
| 101-276-715.015 | Retirement | 5,250.00 | 3,159.60 | 0.00 | 0.00 | 2,090.40 | 60.18 | | | |
| 101-276-720.000 | Medical Reimbursement | 1,500.00 | 0.00 | 0.00 | 0.00 | 1,500.00 | 0.00 | | | |
| 101-276-727.000 | Office Supplies | 300.00 | 275.44 | 59.99 | 59.99 | 24.56 | 91.81 | | | |
| 101-276-740.000 | Operating Supplies | 4,000.00 | 2,680.55 | 165.51 | 165.51 | 1,319.45 | 67.01 | | | |
| 101-276-775.000 | Repair & Maintenance Supplies | 0.00 | 96.58 | 0.00 | 0.00 | (96.58) | 100.00 | | | |
| 101-276-801.000 | Professional Services | 2,000.00 | 1,648.33 | 950.00 | 950.00 | 351.67 | 82.42 | | | |
| 101-276-801.010 | MANPOWER | 2,000.00 | 4,553.00 | 609.00 | 609.00 | (2,553.00) | 227.65 | | | |
| 101-276-801.020 | PROF. SERVICES GRAVE OPENING/CLOSING | 10,000.00 | 6,950.00 | 1,700.00 | 1,700.00 | 3,050.00 | 69.50 | | | |
| 101-276-850.000 | Communication | 1,000.00 | 991.46 | 0.00 | 0.00 | 8.54 | 99.15 | | | |
| 101-276-850.100 | Cell Phone | 360.00 | 270.00 | 90.00 | 90.00 | 90.00 | 75.00 | | | |
| 101-276-860.000 | Transportation | 100.00 | 0.00 | 0.00 | 0.00 | 100.00 | 0.00 | | | |
| 101-276-900.000 | Printing & Publishing | 100.00 | 67.10 | 0.00 | 0.00 | 32.90 | 67.10 | | | |
| 101-276-920.000 | Public Utilities | 2,500.00 | 1,598.84 | 22.99 | 22.99 | 901.16 | 63.95 | | | |
| 101-276-930.000 | Repair & Maintenance | 7,000.00 | 5,702.26 | 979.91 | 979.91 | 1,297.74 | 81.46 | | | |
| 101-276-933.000 | Snowplowing | 350.00 | 0.00 | 0.00 | 0.00 | 350.00 | 0.00 | | | |
| 101-276-960.000 | Education | 500.00 | 0.00 | 0.00 | 0.00 | 500.00 | 0.00 | | | |
| 101-276-965.000 | Insurance & Bonds | 3,000.00 | 1,828.28 | 191.16 | 191.16 | 1,171.72 | 60.94 | | | |
| 101-276-971.000 | Re Purchase Cemetery Lots | 500.00 | 0.00 | 0.00 | 0.00 | 500.00 | 0.00 | | | |

| GL NUMBER | DESCRIPTION | 2019 AMENDED BUDGET | YTD BALANCE 10/31/2019 | | ACTIVITY FOR MONTH 10/31/2019 | | AVAILABLE BALANCE (ABNORMAL) | % BDGT USED |
|--|--|------------------------|---------------------------|------------|----------------------------------|-------------------|------------------------------------|----------------|
| | | | NORMAL | (ABNORMAL) | INCREASE (DECREASE) | NORMAL (ABNORMAL) | | |
| 101-276-975.000 | Capital Outlay under \$10,000 | 2,000.00 | 2,481.48 | | 0.00 | (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 | 82,137.76 | | 4,768.56 | 44,622.24 | 64.80 | |
| | | | | | | | | |
| Dept 446 - HIGHWAYS & STREETS | | | | | | | | |
| 101-446-801.000 | Professional Services | 2,000.00 | 0.00 | | 0.00 | 2,000.00 | 0.00 | |
| 101-446-805.000 | Contractual Services Roads | 280,000.00 | 0.00 | | 0.00 | 280,000.00 | 0.00 | |
| | Total Dept 446 - HIGHWAYS & STREETS | 282,000.00 | 0.00 | | 0.00 | 282,000.00 | 0.00 | |
| | | | | | | | | |
| Dept 448 - STREET LIGHTS | | | | | | | | |
| 101-448-920.000 | Public Utilities | 9,500.00 | 6,380.16 | | 5.26 | 3,119.84 | 67.16 | |
| | Total Dept 448 - STREET LIGHTS | 9,500.00 | 6,380.16 | | 5.26 | 3,119.84 | 67.16 | |
| | | | | | | | | |
| Dept 450 - IND. PARK INFRASTRUCTURE | | | | | | | | |
| 101-450-990.100 | Ind. Park Infrastructure | 50,100.00 | 0.00 | | 0.00 | 50,100.00 | 0.00 | |
| | Total Dept 450 - IND. PARK INFRASTRUCTURE | 50,100.00 | 0.00 | | 0.00 | 50,100.00 | 0.00 | |
| | | | | | | | | |
| Dept 721 - PLANNING COMMISSION | | | | | | | | |
| 101-721-702.000 | SALARY AND WAGES | 8,160.00 | 5,440.00 | | 0.00 | 2,720.00 | 66.67 | |
| 101-721-702.030 | Salary & Wages Per Diems | 3,250.00 | 1,112.40 | | 0.00 | 2,137.60 | 34.23 | |
| 101-721-710.000 | Twp. Share Medicare Withholding | 165.00 | 95.00 | | 0.00 | 70.00 | 57.58 | |
| 101-721-715.000 | Twp. Share Soc. Sec. Withholding | 710.00 | 406.26 | | 0.00 | 303.74 | 57.22 | |
| 101-721-715.015 | Retirement | 1,120.00 | 761.60 | | 0.00 | 358.40 | 68.00 | |
| 101-721-740.000 | Operating Supplies | 100.00 | 0.00 | | 0.00 | 100.00 | 0.00 | |
| 101-721-801.000 | Professional Services | 3,000.00 | 0.00 | | 0.00 | 3,000.00 | 0.00 | |
| 101-721-860.000 | MILEAGE | 300.00 | 0.00 | | 0.00 | 300.00 | 0.00 | |
| 101-721-900.000 | Printing & Publishing | 500.00 | 152.50 | | 0.00 | 347.50 | 30.50 | |
| 101-721-960.000 | Education | 1,000.00 | 692.00 | | 0.00 | 308.00 | 69.20 | |
| | Total Dept 721 - PLANNING COMMISSION | 18,305.00 | 8,659.76 | | 0.00 | 9,645.24 | 47.31 | |
| | | | | | | | | |
| Dept 728 - ECONOMIC-INDUSTRIAL DEVELOPMT | | | | | | | | |
| 101-728-801.000 | Professional Services | 500.00 | 0.00 | | 0.00 | 500.00 | 0.00 | |
| 101-728-880.000 | Community Promotion | 4,200.00 | 4,000.00 | | 0.00 | 200.00 | 95.24 | |
| 101-728-930.000 | Repair & Maintenance | 200.00 | 0.00 | | 0.00 | 200.00 | 0.00 | |
| | Total Dept 728 - ECONOMIC-INDUSTRIAL DEVELOPMT | 4,900.00 | 4,000.00 | | 0.00 | 900.00 | 81.63 | |
| | | | | | | | | |
| Dept 751 - PARKS & RECREATION | | | | | | | | |
| 101-751-702.000 | Salary & Wages | 600.00 | 350.00 | | 0.00 | 250.00 | 58.33 | |
| 101-751-702.015 | Salary & Wages Mangement | 1,000.00 | 402.50 | | 0.00 | 597.50 | 40.25 | |
| 101-751-702.070 | Park Supvr | 2,575.00 | 1,802.50 | | 0.00 | 772.50 | 70.00 | |
| 101-751-710.000 | Twp. Share Medicare Withholding | 60.00 | 37.05 | | 0.00 | 22.95 | 61.75 | |
| 101-751-715.000 | Twp. Share Soc. Sec. Withholdg | 260.00 | 158.40 | | 0.00 | 101.60 | 60.92 | |
| 101-751-715.015 | Retirement | 0.00 | 56.35 | | 0.00 | (56.35) | 100.00 | |
| | Operating Supplies | 500.00 | 327.59 | | 104.95 | 172.41 | 65.52 | |

| GL NUMBER | DESCRIPTION | 2019 | | YTD BALANCE | | ACTIVITY FOR | | AVAILABLE | |
|--|---------------------------------------|----------------|------------|-------------------|-------------|------------------|-------------------|-----------|--------|
| | | AMENDED BUDGET | 10/31/2019 | NORMAL (ABNORMAL) | 10/31/2019 | MONTH 10/31/2019 | NORMAL (ABNORMAL) | BALANCE | % BDGT |
| 101-751-920.000 | Public Utilities | 300.00 | 213.65 | | 0.00 | 0.00 | 86.35 | 71.22 | |
| 101-751-930.000 | Repair & Maintenance | 800.00 | 244.56 | | 0.00 | 0.00 | 555.44 | 30.57 | |
| | Total Dept 751 - PARKS & RECREATION | 6,095.00 | 3,592.60 | | 104.95 | | 2,502.40 | 58.94 | |
| | TOTAL EXPENDITURES | 845,715.00 | 304,434.18 | | 11,272.57 | | 541,280.82 | 36.00 | |
| Fund 101 - GENERAL OPERATING FUND: | | | | | | | | | |
| | TOTAL REVENUES | 948,600.00 | 458,271.84 | | 0.00 | | 490,328.16 | 48.31 | |
| | TOTAL EXPENDITURES | 845,715.00 | 304,434.18 | | 11,272.57 | | 541,280.82 | 36.00 | |
| | NET OF REVENUES & EXPENDITURES | 102,885.00 | 153,837.66 | | (11,272.57) | | (50,952.66) | 149.52 | |
| 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 | 205,652.67 | | 0.00 | | 9,347.33 | 95.65 | |
| | Total Dept 000 - GENERAL | 215,000.00 | 205,652.67 | | 0.00 | | 9,347.33 | 95.65 | |
| | TOTAL REVENUES | 215,000.00 | 205,652.67 | | 0.00 | | 9,347.33 | 95.65 | |

| GL NUMBER | DESCRIPTION | 2019 AMENDED BUDGET | YTD BALANCE 10/31/2019 | | ACTIVITY FOR MONTH 10/31/2019 INCREASE (DECREASE) | AVAILABLE BALANCE | | % BDGT USED |
|---|-------------------------------------|------------------------|---------------------------|-------------------|---|----------------------|-------------------|----------------|
| | | | NORMAL (ABNORMAL) | NORMAL (ABNORMAL) | | NORMAL (ABNORMAL) | NORMAL (ABNORMAL) | |
| Expenditures | | | | | | | | |
| Dept 446 - HIGHWAYS & STREETS | | | | | | | | |
| 204-446-805.000 | Contractual Services | 215,000.00 | 146,160.62 | | 0.00 | 68,839.38 | | 67.98 |
| | Total Dept 446 - HIGHWAYS & STREETS | 215,000.00 | 146,160.62 | | 0.00 | 68,839.38 | | 67.98 |
| TOTAL EXPENDITURES | | | | | | | | |
| | | 215,000.00 | 146,160.62 | | 0.00 | 68,839.38 | | 67.98 |
| Fund 204 - MUNICIPAL STREET FUND: | | | | | | | | |
| TOTAL REVENUES | | | | | | | | |
| | | 215,000.00 | 205,652.67 | | 0.00 | 9,347.33 | | 95.65 |
| TOTAL EXPENDITURES | | | | | | | | |
| | | 215,000.00 | 146,160.62 | | 0.00 | 68,839.38 | | 67.98 |
| NET OF REVENUES & EXPENDITURES | | | | | | | | |
| | | 0.00 | 59,492.05 | | 0.00 | (59,492.05) | | 100.00 |
| Fund 206 - FIRE FUND | | | | | | | | |
| Revenues | | | | | | | | |
| Dept 000 - GENERAL | | | | | | | | |
| 206-000-403.000 | Current Real Property Tax | 215,000.00 | 162,196.43 | | 0.00 | 52,803.57 | | 75.44 |
| 206-000-411.000 | Delinquent Real Property Tax | 0.00 | 43,456.24 | | 0.00 | (43,456.24) | | 100.00 |
| 206-000-582.000 | Contribution Mecosta Co. F.R. | 15,000.00 | 8,891.34 | | 0.00 | 6,108.66 | | 59.28 |
| 206-000-664.000 | Int. & Div. on Earnings | 500.00 | 2,608.15 | | 0.00 | (2,108.15) | | 521.63 |
| 206-000-699.000 | Transfer from other Fund | 100,000.00 | 0.00 | | 0.00 | 100,000.00 | | 0.00 |
| 206-000-699.100 | Advance from Fund Balance | 90,000.00 | 0.00 | | 0.00 | 90,000.00 | | 0.00 |
| | Total Dept 000 - GENERAL | 420,500.00 | 217,152.16 | | 0.00 | 203,347.84 | | 51.64 |
| TOTAL REVENUES | | | | | | | | |
| | | 420,500.00 | 217,152.16 | | 0.00 | 203,347.84 | | 51.64 |
| Expenditures | | | | | | | | |
| Dept 336 - FIRE DEPARTMENT | | | | | | | | |
| 206-336-702.000 | Salary & Wages | 48,000.00 | 32,002.25 | | 0.00 | 15,997.75 | | 66.67 |
| 206-336-702.025 | Salary & Wages Reports | 1,200.00 | 825.00 | | 0.00 | 375.00 | | 68.75 |
| 206-336-702.030 | Salary & Wages Preincident Surveys | 3,000.00 | 1,950.00 | | 0.00 | 1,050.00 | | 55.00 |
| 206-336-702.050 | Salary & Wages First Responder | 20,000.00 | 13,334.22 | | 0.00 | 6,665.78 | | 66.67 |
| 206-336-702.080 | Chief Salary & Wages | 12,500.00 | 8,371.86 | | 0.00 | 4,128.14 | | 66.97 |
| 206-336-702.085 | Asst Chief's Salary & Wages | 10,000.00 | 6,650.20 | | 0.00 | 3,349.80 | | 66.50 |
| 206-336-702.200 | Salary & Wages Snowplowing | 500.00 | 367.51 | | 0.00 | 132.49 | | 73.50 |
| 206-336-710.000 | Twp. Share Medicare Withholding | 1,375.00 | 920.76 | | 0.00 | 454.24 | | 66.96 |
| 206-336-715.000 | Twp. Share Soc. Sec. Withholdg | 5,875.00 | 3,937.04 | | 0.00 | 1,937.96 | | 67.01 |
| 206-336-715.015 | Retirement | 0.00 | 51.45 | | 0.00 | (51.45) | | 100.00 |
| 206-336-727.000 | Office Supplies | 1,500.00 | 574.37 | | 105.98 | 925.63 | | 38.29 |
| 206-336-740.000 | Operating Supplies | 15,500.00 | 15,202.78 | | 1,734.02 | 297.22 | | 98.08 |
| 206-336-801.000 | Professional Services | 0.00 | 1,194.13 | | 242.79 | (1,194.13) | | 100.00 |
| 206-336-850.000 | Communication | 2,750.00 | 1,894.28 | | 0.00 | 855.72 | | 68.88 |

| GL NUMBER | DESCRIPTION | 2019 | | YTD BALANCE | | ACTIVITY FOR | | AVAILABLE | |
|---|--------------------------------------|----------------|------------|-------------------|------------|------------------|-------------------|-----------|-------------|
| | | AMENDED BUDGET | 10/31/2019 | NORMAL (ABNORMAL) | 10/31/2019 | MONTH 10/31/2019 | NORMAL (ABNORMAL) | BALANCE | % BDGT USED |
| 206-336-860.000 | Transportation | 100.00 | 294.18 | | 0.00 | | (194.18) | 294.18 | |
| 206-336-880.000 | Community Promotion | 1,000.00 | 300.00 | | 300.00 | | 700.00 | 30.00 | |
| 206-336-900.000 | Printing & Publishing | 100.00 | 0.00 | | 0.00 | | 100.00 | 0.00 | |
| 206-336-920.000 | Public Utilities | 10,000.00 | 7,333.65 | | 352.00 | | 2,666.35 | 73.34 | |
| 206-336-930.000 | Repair & Maintenance | 14,000.00 | 20,938.86 | | 3,615.74 | | (6,938.86) | 149.56 | |
| 206-336-935.000 | Bldg. & Grounds Repair & Maintenance | 3,800.00 | 151.40 | | 0.00 | | 3,648.60 | 3.98 | |
| 206-336-956.000 | Miscellaneous | 100.00 | 0.00 | | 0.00 | | 100.00 | 0.00 | |
| 206-336-958.000 | Membership & Dues | 500.00 | 75.00 | | 0.00 | | 425.00 | 15.00 | |
| 206-336-960.000 | Education | 4,000.00 | 1,600.00 | | 0.00 | | 2,400.00 | 40.00 | |
| 206-336-965.000 | Insurance & Bonds | 28,500.00 | 37,181.95 | | 923.50 | | (8,681.95) | 130.46 | |
| 206-336-975.000 | Capital Outlay under \$10,000 | 20,800.00 | 8,472.98 | | 1,065.46 | | 12,327.02 | 40.74 | |
| 206-336-978.000 | Capital Outlay \$10,000 and above | 165,000.00 | 16,122.00 | | 0.00 | | 148,878.00 | 9.77 | |
| 206-336-980.001 | CAPITAL OUTLAY DNR GRANT | 0.00 | 1,673.52 | | 0.00 | | (1,673.52) | 100.00 | |
| Total Dept 336 - FIRE DEPARTMENT | | 370,100.00 | 181,419.39 | | 8,339.49 | | 188,680.61 | 49.02 | |
| TOTAL EXPENDITURES | | 370,100.00 | 181,419.39 | | 8,339.49 | | 188,680.61 | 49.02 | |
| Fund 206 - FIRE FUND: | | | | | | | | | |
| TOTAL REVENUES | | 420,500.00 | 217,152.16 | | 0.00 | | 203,347.84 | 51.64 | |
| TOTAL EXPENDITURES | | 370,100.00 | 181,419.39 | | 8,339.49 | | 188,680.61 | 49.02 | |
| NET OF REVENUES & EXPENDITURES | | 50,400.00 | 35,732.77 | | (8,339.49) | | 14,667.23 | 70.90 | |
| Fund 212 - LIQUOR LAW ENFORCEMENT FUND | | | | | | | | | |
| Revenues | | | | | | | | | |
| Dept 000 - GENERAL | | | | | | | | | |
| 212-000-574.000 | State Shared Revenue | 5,600.00 | 6,671.50 | | 0.00 | | (1,071.50) | 119.13 | |
| Total Dept 000 - GENERAL | | 5,600.00 | 6,671.50 | | 0.00 | | (1,071.50) | 119.13 | |
| TOTAL REVENUES | | 5,600.00 | 6,671.50 | | 0.00 | | (1,071.50) | 119.13 | |
| 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 | 6,671.50 | | 0.00 | | (1,071.50) | 119.13 | |
| TOTAL EXPENDITURES | | 5,600.00 | 0.00 | | 0.00 | | 5,600.00 | 0.00 | |
| NET OF REVENUES & EXPENDITURES | | 0.00 | 6,671.50 | | 0.00 | | (6,671.50) | 100.00 | |

| GL NUMBER | DESCRIPTION | 2019 AMENDED BUDGET | YTD BALANCE 10/31/2019 NORMAL (ABNORMAL) | ACTIVITY FOR MONTH 10/31/2019 INCREASE (DECREASE) | AVAILABLE BALANCE NORMAL (ABNORMAL) | % BDGT USED |
|--|----------------------------------|------------------------|--|---|---|----------------|
| 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 |
| Expenditures | | | | | | |
| Dept 000 - GENERAL | | | | | | |
| 246-000-996.100 | Interest Payment | 4,000.00 | 0.00 | 0.00 | 4,000.00 | 0.00 |
| 246-000-999.000 | Trans to other fund | 50,000.00 | 0.00 | 0.00 | 50,000.00 | 0.00 |
| Total Dept 000 - GENERAL | | 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 246 - TOWNSHIP IMPROV REV. FUND: | | | | | | |
| TOTAL REVENUES | | | | | | |
| | | 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 |
| NET OF REVENUES & EXPENDITURES | | | | | | |
| | | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| Fund 249 - BUILDING INSPECTION FUND | | | | | | |
| Revenues | | | | | | |
| Dept 000 - GENERAL | | | | | | |
| 249-000-608.000 | Ch. for Serv. Fees/Bldg. Permits | 60,375.00 | 35,909.00 | 0.00 | 24,466.00 | 59.48 |
| 249-000-664.000 | Int. & Div. on Earnings | 50.00 | 0.00 | 0.00 | 50.00 | 0.00 |
| 249-000-676.000 | Reimbursements | 0.00 | 339.37 | 0.00 | (339.37) | 100.00 |
| Total Dept 000 - GENERAL | | 60,425.00 | 36,248.37 | 0.00 | 24,176.63 | 59.99 |
| TOTAL REVENUES | | | | | | |
| | | 60,425.00 | 36,248.37 | 0.00 | 24,176.63 | 59.99 |
| Expenditures | | | | | | |
| Dept 371 - BUILDING INSPECTION DEPARTMENT | | | | | | |
| 249-371-702.000 | Salary & Wages | 10,000.00 | 6,679.28 | 0.00 | 3,320.72 | 66.79 |
| 249-371-702.020 | Salary & Wages Clerical Help | 11,750.00 | 7,833.63 | 0.00 | 3,916.37 | 66.67 |
| 249-371-703.000 | Salary & Wages Electrical Insp | 6,100.00 | 3,091.50 | 0.00 | 3,008.50 | 50.68 |
| 249-371-704.000 | Salary & Wages Plbg-Mech Insp | 8,600.00 | 4,914.70 | 0.00 | 3,685.30 | 57.15 |
| 249-371-705.000 | SAL & WAGES SITE PLAN REVIEW | 4,500.00 | 3,150.00 | 0.00 | 1,350.00 | 70.00 |
| 249-371-710.000 | Twp. Share Medicare Withholding | 595.00 | 372.20 | 0.00 | 222.80 | 62.55 |

| GL NUMBER | DESCRIPTION | 2019 | | YTD BALANCE | | ACTIVITY FOR | | AVAILABLE | |
|-----------------|---|--|------------|-------------------|------------|---------------------|-------------------|-----------|-------------|
| | | AMENDED BUDGET | 10/31/2019 | NORMAL (ABNORMAL) | 10/31/2019 | INCREASE (DECREASE) | NORMAL (ABNORMAL) | BALANCE | % BDGT USED |
| 249-371-714.000 | Health Insurance | 2,580.00 | 2,002.22 | | 0.00 | | 577.78 | 77.61 | |
| 249-371-715.000 | Twp. Share Soc. Sec. Withholdg | 2,540.00 | 1,591.48 | | 0.00 | | 948.52 | 62.66 | |
| 249-371-715.015 | Retirement | 1,620.00 | 1,096.72 | | 0.00 | | 523.28 | 67.70 | |
| 249-371-720.000 | Medical Reimbursement | 400.00 | 228.61 | | 0.00 | | 171.39 | 57.15 | |
| 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 | 135.00 | | 15.00 | | 405.00 | 25.00 | |
| 249-371-860.000 | Transportation | 2,000.00 | 1,213.36 | | 160.08 | | 786.64 | 60.67 | |
| 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 | | 0.00 | | 432.01 | 42.40 | |
| | Total Dept 371 - BUILDING INSPECTION DEPARTMENT | 60,425.00 | 32,816.50 | | 175.08 | | 27,608.50 | 54.31 | |
| | TOTAL EXPENDITURES | 60,425.00 | 32,816.50 | | 175.08 | | 27,608.50 | 54.31 | |
| | Fund 249 - BUILDING INSPECTION FUND: | | | | | | | | |
| | TOTAL REVENUES | 60,425.00 | 36,248.37 | | 0.00 | | 24,176.63 | 59.99 | |
| | TOTAL EXPENDITURES | 60,425.00 | 32,816.50 | | 175.08 | | 27,608.50 | 54.31 | |
| | NET OF REVENUES & EXPENDITURES | 0.00 | 3,431.87 | | (175.08) | | (3,431.87) | 100.00 | |
| | Fund 271 - LIBRARY FUND | | | | | | | | |
| | Revenues | | | | | | | | |
| | Dept 000 - GENERAL | | | | | | | | |
| | 271-000-402.000 | Current Real Property Tax | 27,411.79 | | 0.00 | | 1,488.21 | 94.85 | |
| | Total Dept 000 - GENERAL | 28,900.00 | 27,411.79 | | 0.00 | | 1,488.21 | 94.85 | |
| | TOTAL REVENUES | 28,900.00 | 27,411.79 | | 0.00 | | 1,488.21 | 94.85 | |
| | Expenditures | | | | | | | | |
| | Dept 000 - GENERAL | | | | | | | | |
| | 271-000-991.010 | CONTRACT PAYMENT BIG RAPIDS PUBLIC LIBRA | 0.00 | | 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 | | 0.00 | | 28,900.00 | 0.00 | |
| | Dept 790 - LIBRARY | | | | | | | | |
| | 271-790-991.010 | Contract Payment BIG RAPIDS PUB LIB | 0.00 | | 0.00 | | (26,767.57) | 100.00 | |
| | 271-790-991.020 | CONTRACT PAYMENT WALTON ERICKSON LIB | 0.00 | | 0.00 | | (2,327.62) | 100.00 | |
| | Total Dept 790 - LIBRARY | 0.00 | 29,095.19 | | 0.00 | | (29,095.19) | 100.00 | |
| | TOTAL EXPENDITURES | 28,900.00 | 29,095.19 | | 0.00 | | (195.19) | 100.68 | |

| GL NUMBER | DESCRIPTION | 2019 AMENDED BUDGET | YTD BALANCE 10/31/2019 | | ACTIVITY FOR MONTH 10/31/2019 INCREASE (DECREASE) | AVAILABLE BALANCE | | % BDGT USED |
|---|-------------------------------------|------------------------|---------------------------|------------|---|----------------------|------------|----------------|
| | | | NORMAL (ABNORMAL) | (ABNORMAL) | | NORMAL (ABNORMAL) | (ABNORMAL) | |
| Fund 271 - LIBRARY FUND: | | | | | | | | |
| TOTAL REVENUES | | | | | | | | |
| | | 28,900.00 | 27,411.79 | | 0.00 | 1,488.21 | | 94.85 |
| TOTAL EXPENDITURES | | | | | | | | |
| | | 28,900.00 | 29,095.19 | | 0.00 | (195.19) | | 100.68 |
| NET OF REVENUES & EXPENDITURES | | | | | | | | |
| | | 0.00 | (1,683.40) | | 0.00 | 1,683.40 | | 100.00 |
| Fund 401 - CEMETERY ENTRANCE BUILDING | | | | | | | | |
| Revenues | | | | | | | | |
| Dept 000 - GENERAL | | | | | | | | |
| | | 0.00 | 6,520.00 | | 0.00 | (6,520.00) | | 100.00 |
| CONTRIBUTIONS AND DONATIONS | | | | | | | | |
| | | 0.00 | 6,520.00 | | 0.00 | (6,520.00) | | 100.00 |
| TOTAL REVENUES | | | | | | | | |
| | | 0.00 | 6,520.00 | | 0.00 | (6,520.00) | | 100.00 |
| Expenditures | | | | | | | | |
| Dept 567 - CEMETERY | | | | | | | | |
| | | 0.00 | 335.80 | | 0.00 | (335.80) | | 100.00 |
| Community Promotion | | | | | | | | |
| | | 0.00 | 335.80 | | 0.00 | (335.80) | | 100.00 |
| TOTAL EXPENDITURES | | | | | | | | |
| | | 0.00 | 335.80 | | 0.00 | (335.80) | | 100.00 |
| Fund 401 - CEMETERY ENTRANCE BUILDING: | | | | | | | | |
| TOTAL REVENUES | | | | | | | | |
| | | 0.00 | 6,520.00 | | 0.00 | (6,520.00) | | 100.00 |
| TOTAL EXPENDITURES | | | | | | | | |
| | | 0.00 | 335.80 | | 0.00 | (335.80) | | 100.00 |
| NET OF REVENUES & EXPENDITURES | | | | | | | | |
| | | 0.00 | 6,184.20 | | 0.00 | (6,184.20) | | 100.00 |
| Fund 590 - SEWER FUND | | | | | | | | |
| Revenues | | | | | | | | |
| Dept 000 - GENERAL | | | | | | | | |
| | | 30,000.00 | 31,931.50 | | 0.00 | (1,931.50) | | 106.44 |
| | SAW GRANT | | | | 0.00 | (2,500.00) | | 116.67 |
| | TAP IN FEES | 15,000.00 | 17,500.00 | | 0.00 | 202,949.77 | | 65.89 |
| | Charg. for Serv. (utilities) | 595,000.00 | 392,050.23 | | 0.00 | (3,817.87) | | 176.36 |
| | Penalty on Delinquent Utility Bills | 5,000.00 | 8,817.87 | | 0.00 | (9,407.97) | | 413.60 |
| | Int. & Div. on Earnings | 3,000.00 | 12,407.97 | | 0.00 | (5,160.23) | | 100.00 |
| | Reimbursements | 0.00 | 5,160.23 | | 0.00 | 180,132.20 | | 72.20 |
| Total Dept 000 - GENERAL | | | | | | | | |
| | | 648,000.00 | 467,867.80 | | 0.00 | 180,132.20 | | 72.20 |
| TOTAL REVENUES | | | | | | | | |
| | | 648,000.00 | 467,867.80 | | 0.00 | 180,132.20 | | 72.20 |
| Expenditures | | | | | | | | |

| GL NUMBER | DESCRIPTION | 2019 | | YTD BALANCE | | ACTIVITY FOR | | AVAILABLE | | % BDGT USED |
|---|--------------------------------------|-------------------|-------------------|-------------------|--------------------|--------------------|-------------------|-----------|--|-------------|
| | | AMENDED BUDGET | 10/31/2019 | NORMAL (ABNORMAL) | 10/31/2019 | MONTH 10/31/2019 | NORMAL (ABNORMAL) | BALANCE | | |
| Dept 521 - SEWER FUND | | | | | | | | | | |
| 590-521-702.000 | Salary & Wages | 8,000.00 | 5,333.36 | | 0.00 | 2,666.64 | 66.67 | | | |
| 590-521-702.200 | Salary & Wages Snowplowing | 500.00 | 306.26 | | 0.00 | 193.74 | 61.25 | | | |
| 590-521-710.000 | Twp. Share Medicare Withholding | 125.00 | 81.80 | | 0.00 | 43.20 | 65.44 | | | |
| 590-521-714.000 | Health Insurance | 1,775.00 | 1,293.25 | | 0.00 | 481.75 | 72.86 | | | |
| 590-521-715.000 | Twp. Share Soc. Sec. Withholding | 530.00 | 349.64 | | 0.00 | 180.36 | 65.97 | | | |
| 590-521-715.015 | Retirement | 1,320.00 | 922.88 | | 0.00 | 397.12 | 69.92 | | | |
| 590-521-720.000 | Medical Reimbursement | 310.00 | 0.00 | | 0.00 | 310.00 | 0.00 | | | |
| 590-521-727.000 | Office Supplies | 800.00 | 754.81 | | 0.00 | 45.19 | 94.35 | | | |
| 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 | 13,280.63 | | 3,841.50 | 1,719.37 | 88.54 | | | |
| 590-521-801.050 | Miss Digge's | 4,000.00 | 1,225.00 | | 280.00 | 2,775.00 | 30.63 | | | |
| 590-521-804.000 | Contract Payment to City B.R. | 332,000.00 | 213,367.72 | | 0.00 | 118,632.28 | 64.27 | | | |
| 590-521-805.000 | Contractual Services | 30,000.00 | 15,253.36 | | 1,906.67 | 14,746.64 | 50.84 | | | |
| 590-521-805.100 | Extra Contractual Services | 20,000.00 | 6,316.00 | | 136.00 | 13,684.00 | 31.58 | | | |
| 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 | 16,053.78 | | 1,106.31 | 15,946.22 | 50.17 | | | |
| 590-521-930.000 | Repair & Maintenance | 26,000.00 | 4,459.80 | | 2,500.00 | 21,540.20 | 17.15 | | | |
| 590-521-933.000 | Snowplowing | 600.00 | 437.50 | | 0.00 | 162.50 | 72.92 | | | |
| 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 | 340.00 | | 0.00 | 0.00 | 100.00 | | | |
| 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 | 39,793.30 | | 3,672.50 | (9,793.30) | 132.64 | | | |
| 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 | 34,682.83 | | 0.00 | 5,317.17 | 86.71 | | | |
| Total Dept 521 - SEWER FUND | | 632,425.00 | 356,593.47 | | 13,442.98 | 275,831.53 | 56.39 | | | |
| TOTAL EXPENDITURES | | 632,425.00 | 356,593.47 | | 13,442.98 | 275,831.53 | 56.39 | | | |
| Fund 590 - SEWER FUND: | | | | | | | | | | |
| TOTAL REVENUES | | 648,000.00 | 467,867.80 | | 0.00 | 180,132.20 | 72.20 | | | |
| TOTAL EXPENDITURES | | 632,425.00 | 356,593.47 | | 13,442.98 | 275,831.53 | 56.39 | | | |
| NET OF REVENUES & EXPENDITURES | | 15,575.00 | 111,274.33 | | (13,442.98) | (95,699.33) | 714.44 | | | |
| Fund 591 - WATER FUND | | | | | | | | | | |
| Revenues | | | | | | | | | | |
| Dept 000 - GENERAL | | | | | | | | | | |
| 591-000-626.000 | Charg. for Serv. (utilities) | 1,600.00 | 641.85 | | 0.00 | 958.15 | 40.12 | | | |
| 591-000-676.000 | Reimbursements | 0.00 | 450.00 | | 0.00 | (450.00) | 100.00 | | | |

| GL NUMBER | DESCRIPTION | 2019 AMENDED BUDGET | YTD BALANCE 10/31/2019 NORMAL (ABNORMAL) | ACTIVITY FOR MONTH 10/31/2019 INCREASE (DECREASE) | NORMAL (ABNORMAL) | AVAILABLE BALANCE | % BDGT USED |
|--|----------------------------------|------------------------|--|---|-------------------|----------------------|----------------|
| Total Dept 000 - GENERAL | | 1,600.00 | 1,091.85 | 0.00 | | 508.15 | 68.24 |
| TOTAL REVENUES | | 1,600.00 | 1,091.85 | 0.00 | | 508.15 | 68.24 |
| Expenditures | | | | | | | |
| Fund 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 | 400.35 | 0.00 | 1,099.65 | 26.69 | |
| 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 | 7,374.99 | 708.33 | 5,125.01 | 59.00 | |
| 591-536-920.000 | Public Utilities | 7,200.00 | 4,273.08 | 178.56 | 2,926.92 | 59.35 | |
| 591-536-930.000 | Repair & Maintenance | 2,000.00 | 2,341.67 | 1,299.80 | (341.67) | 117.08 | |
| 591-536-968.000 | Depreciation | 4,200.00 | 0.00 | 0.00 | 4,200.00 | 0.00 | |
| Total Dept 536 - WATER | | 28,120.00 | 14,762.65 | 2,186.69 | 13,357.35 | 52.50 | |
| TOTAL EXPENDITURES | | 28,120.00 | 14,762.65 | 2,186.69 | 13,357.35 | 52.50 | |
| Fund 591 - WATER FUND: | | | | | | | |
| TOTAL REVENUES | | 1,600.00 | 1,091.85 | 0.00 | 508.15 | 68.24 | |
| TOTAL EXPENDITURES | | 28,120.00 | 14,762.65 | 2,186.69 | 13,357.35 | 52.50 | |
| NET OF REVENUES & EXPENDITURES | | (26,520.00) | (13,670.80) | (2,186.69) | (12,849.20) | 51.55 | |
| Fund 594 - 2013 Debt Refunding/Debit Retirement | | | | | | | |
| Revenues | | | | | | | |
| Dept 000 - GENERAL | | | | | | | |
| 594-000-664.000 | Int. & Div. on Earnings | 0.00 | 58.27 | 0.00 | (58.27) | 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 | 52,756.85 | 0.00 | 623.15 | 98.83 | |
| TOTAL REVENUES | | 53,380.00 | 52,756.85 | 0.00 | 623.15 | 98.83 | |
| Expenditures | | | | | | | |
| Dept 909 - 2013 DEBT FUNDING/DEBT RETIREMENT | | | | | | | |
| 594-909-801.000 Professional Services | | | | | | | |
| 594-909-992.000 | Bond Principal Payment | 45,000.00 | 45,000.00 | 0.00 | 0.00 | 100.00 | |
| 594-909-996.000 | Bond Interest Payment | 8,030.00 | 3,060.75 | 0.00 | 4,969.25 | 38.12 | |
| Total Dept 909 - 2013 DEBT FUNDING/DEBT RETIREMENT | | 53,380.00 | 48,410.75 | 0.00 | 4,969.25 | 90.69 | |

| GL NUMBER | DESCRIPTION | 2019 AMENDED BUDGET | YTD BALANCE 10/31/2019 NORMAL (ABNORMAL) | ACTIVITY FOR MONTH 10/31/2019 INCREASE (DECREASE) | AVAILABLE BALANCE NORMAL (ABNORMAL) | % BDGT USED |
|--|-------------------------------|------------------------|--|---|---|----------------|
| TOTAL EXPENDITURES | | | | | | |
| | 53,380.00 | 48,410.75 | 0.00 | 4,969.25 | 90.69 | |
| Fund 594 - 2013 Debt Refunding/Debit Retirement : | | | | | | |
| TOTAL REVENUES | | | | | | |
| | 53,380.00 | 52,756.85 | 0.00 | 623.15 | 98.83 | |
| TOTAL EXPENDITURES | | | | | | |
| | 53,380.00 | 48,410.75 | 0.00 | 4,969.25 | 90.69 | |
| NET OF REVENUES & EXPENDITURES | | | | | | |
| | 0.00 | 4,346.10 | 0.00 | (4,346.10) | 100.00 | |
| Fund 703 - CURRENT TAX COLLECTION FUND | | | | | | |
| Revenues | | | | | | |
| Dept 000 - GENERAL | | | | | | |
| 703-000-445.000 | Penalties & Interest on Taxes | 1,000.00 | 1,739.24 | 0.00 | (739.24) | 173.92 |
| Total Dept 000 - GENERAL | | 1,000.00 | 1,739.24 | 0.00 | (739.24) | 173.92 |
| TOTAL REVENUES | | | | | | |
| | 1,000.00 | 1,739.24 | 0.00 | (739.24) | 173.92 | |
| Expenditures | | | | | | |
| Dept 000 - GENERAL | | | | | | |
| 703-000-700.000 | Expenditure Control | 1,000.00 | 0.00 | 0.00 | 1,000.00 | 0.00 |
| Total Dept 000 - GENERAL | | 1,000.00 | 0.00 | 0.00 | 1,000.00 | 0.00 |
| TOTAL EXPENDITURES | | | | | | |
| | 1,000.00 | 0.00 | 0.00 | 1,000.00 | 0.00 | |
| Fund 703 - CURRENT TAX COLLECTION FUND: | | | | | | |
| TOTAL REVENUES | | | | | | |
| | 1,000.00 | 1,739.24 | 0.00 | (739.24) | 173.92 | |
| TOTAL EXPENDITURES | | | | | | |
| | 1,000.00 | 0.00 | 0.00 | 1,000.00 | 0.00 | |
| NET OF REVENUES & EXPENDITURES | | | | | | |
| | 0.00 | 1,739.24 | 0.00 | (1,739.24) | 100.00 | |
| Fund 708 - METRO FUND | | | | | | |
| Revenues | | | | | | |
| Dept 000 - GENERAL | | | | | | |
| 708-000-576.000 | METRO Revenue | 5,100.00 | 6,947.28 | 0.00 | (1,847.28) | 136.22 |
| Total Dept 000 - GENERAL | | 5,100.00 | 6,947.28 | 0.00 | (1,847.28) | 136.22 |
| TOTAL REVENUES | | | | | | |
| | 5,100.00 | 6,947.28 | 0.00 | (1,847.28) | 136.22 | |
| Fund 708 - METRO FUND: | | | | | | |
| TOTAL REVENUES | | | | | | |
| | 5,100.00 | 6,947.28 | 0.00 | (1,847.28) | 136.22 | |
| TOTAL EXPENDITURES | | | | | | |
| | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | |
| NET OF REVENUES & EXPENDITURES | | | | | | |
| | 5,100.00 | 6,947.28 | 0.00 | (1,847.28) | 136.22 | |

| GL NUMBER | DESCRIPTION | 2019 AMENDED BUDGET | YTD BALANCE 10/31/2019 | | ACTIVITY FOR MONTH 10/31/2019 INCREASE (DECREASE) | AVAILABLE BALANCE | | % BDGT USED |
|------------------------------------|-------------------------|------------------------|---------------------------|-------------------|---|----------------------|-------------------|----------------|
| | | | NORMAL (ABNORMAL) | NORMAL (ABNORMAL) | | NORMAL (ABNORMAL) | NORMAL (ABNORMAL) | |
| Fund 711 - HIGHLAND VIEW CEMETERY | | | | | | | | |
| Revenues | | | | | | | | |
| Dept 000 - GENERAL | | | | | | | | |
| 711-000-664.000 | Int. & Div. on Earnings | 900.00 | 998.77 | | 0.00 | (98.77) | 110.97 | |
| Total Dept 000 - GENERAL | | 900.00 | 998.77 | | 0.00 | (98.77) | 110.97 | |
| TOTAL REVENUES | | | | | | | | |
| | | 900.00 | 998.77 | | 0.00 | (98.77) | 110.97 | |
| Fund 711 - HIGHLAND VIEW CEMETERY: | | | | | | | | |
| TOTAL REVENUES | | | | | | | | |
| | | 900.00 | 998.77 | | 0.00 | (98.77) | 110.97 | |
| TOTAL EXPENDITURES | | | | | | | | |
| | | 0.00 | 0.00 | | 0.00 | 0.00 | 0.00 | |
| NET OF REVENUES & EXPENDITURES | | | | | | | | |
| | | 900.00 | 998.77 | | 0.00 | (98.77) | 110.97 | |
| TOTAL REVENUES - ALL FUNDS | | | | | | | | |
| | | 2,497,005.00 | 1,540,212.88 | | 0.00 | 956,792.12 | 61.68 | |
| TOTAL EXPENDITURES - ALL FUNDS | | | | | | | | |
| | | 2,348,665.00 | 1,114,028.55 | | 35,416.81 | 1,234,636.45 | 47.43 | |
| NET OF REVENUES & EXPENDITURES | | | | | | | | |
| | | 148,340.00 | 426,184.33 | | (35,416.81) | (277,844.33) | 287.30 | |

09/27/2019 11:36 AM
 User: RENE
 DB: Big Rapids Twp

CHECK REGISTER FOR BIG RAPIDS TOWNSHIP
 CHECK DATE FROM 09/04/2019 - 10/01/2019

Item "D"

| Check Date | Bank | Check | Vendor | Vendor Name | Amount |
|------------------------------------|------|-------|------------|-------------------------------------|-----------|
| Bank GEN GENERAL TOWNSHIP CHECKING | | | | | |
| 09/04/2019 | GEN | 1176 | FOUNTAIN | RENE FOUNTAIN | 125.00 |
| 09/04/2019 | GEN | 1177 | STANEK | BILL STANEK | 125.00 |
| 09/17/2019 | GEN | 31731 | CHA01 | CHARTER COMMUNICATIONS | 613.10 |
| 09/17/2019 | GEN | 31732 | CIT02 | BIG RAPIDS CITY TREASURER | 25,740.20 |
| 09/17/2019 | GEN | 31733 | CON00 | CONSUMERS ENERGY | 743.21 |
| 09/17/2019 | GEN | 31734 | DTE00 | DTE ENERGY | 332.03 |
| 09/17/2019 | GEN | 31735 | DTE00 | VOID | 0.00 V |
| 09/17/2019 | GEN | 31736 | GRANGER | GRANGER | 234.84 |
| 09/17/2019 | GEN | 31737 | MTA00 | MICHIGAN TOWNSHIP ASSOCIATION | 25.00 |
| 09/17/2019 | GEN | 31738 | PIO00 | THE PIONEER GROUP | 73.20 |
| 09/17/2019 | GEN | 31739 | PRIORITY H | PRIORITY HEALTH | 1,959.69 |
| 10/01/2019 | GEN | 31740 | ACC00 | ACCIDENT FUND COMPANY | 1,255.30 |
| 10/01/2019 | GEN | 31741 | APE00 | APEX SOFTWARE | 235.00 |
| 10/01/2019 | GEN | 31742 | APPARATUS | APPARATUS CENTRAL REPAIR | 500.00 |
| 10/01/2019 | GEN | 31743 | AUTO | AUTO ZONE | 37.98 |
| 10/01/2019 | GEN | 31744 | BIG RAPIDS | BIG RAPIDS FLEET & AUTO REPAIR, INC | 1,161.01 |
| 10/01/2019 | GEN | 31745 | BIG01 | BIG RAPIDS TWP SEWER REC. FUND | 34.08 |
| 10/01/2019 | GEN | 31746 | BS&00 | BS&A SOFTWARE | 3,033.33 |
| 10/01/2019 | GEN | 31747 | CCI00 | CHROUCH COMMUNICATIONS, INC. | 112.50 |
| 10/01/2019 | GEN | 31748 | CON00 | CONSUMERS ENERGY | 1,693.17 |
| 10/01/2019 | GEN | 31749 | CON00 | VOID | 0.00 V |
| 10/01/2019 | GEN | 31750 | COO00 | COOK'S BLACKSMITH WELDING INC. | 672.14 |
| 10/01/2019 | GEN | 31751 | CUR00 | CURRIE'S AMOCO | 11.25 |
| 10/01/2019 | GEN | 31752 | DIETRICH | GEORGE DIETRICH | 175.08 |
| 10/01/2019 | GEN | 31753 | DINGES | DINGES FIRE COMPANY | 230.07 |
| 10/01/2019 | GEN | 31754 | DINGES | DINGES FIRE COMPANY | 190.50 |
| 10/01/2019 | GEN | 31755 | DO ALL DOU | DO ALL DOUG | 1,850.00 |
| 10/01/2019 | GEN | 31756 | FIR00 | FIRST NATIONAL BANK | 1,329.64 |
| 10/01/2019 | GEN | 31757 | FIRESMART | FIRE SMART PROMOTIONS | 300.00 |
| 10/01/2019 | GEN | 31758 | FOUNTAIN | RENE FOUNTAIN | 90.00 |
| 10/01/2019 | GEN | 31759 | FSU00 | FERRIS STATE UNIVERSITY | 58.23 |
| 10/01/2019 | GEN | 31760 | HOPE | HOPE NETWORK WEST MICHIGAN | 126.00 |
| 10/01/2019 | GEN | 31761 | ITR00 | I. T. RIGHT | 1,600.00 |
| 10/01/2019 | GEN | 31762 | KEVIN C | KEVIN CUSHWAY | 708.33 |
| 10/01/2019 | GEN | 31763 | MANEKE | BRANDON MANEKE | 90.00 |
| 10/01/2019 | GEN | 31764 | MANPOWER | MANPOWER | 609.00 |
| 10/01/2019 | GEN | 31765 | MEC01 | MECOSTA COUNTY ROAD COMMISSION | 315.92 |
| 10/01/2019 | GEN | 31766 | MED03 | MEDA | 275.00 |
| 10/01/2019 | GEN | 31767 | MEN00 | MENARDS | 275.82 |
| 10/01/2019 | GEN | 31768 | MOS00 | MICHIGAN OFFICE SOLUTIONS | 100.79 |
| 10/01/2019 | GEN | 31769 | NORTHERN | NORTHERN CASTLE HOMES | 2,500.00 |
| 10/01/2019 | GEN | 31770 | NORTHWEST | NORTHWEST KENT MECHANICAL CO. | 2,322.67 |
| 10/01/2019 | GEN | 31771 | PRO00 | PROGRESSIVE AE | 3,727.50 |
| 10/01/2019 | GEN | 31772 | QUI00 | QUILL CORPORATION | 59.99 |
| 10/01/2019 | GEN | 31773 | RYA00 | RYAN'S MODERN SEWER CLEANING | 3,786.50 |
| 10/01/2019 | GEN | 31774 | SHBROCC | SPECTRUM HEALTH BR OCCUPATIONAL HEA | 192.00 |
| 10/01/2019 | GEN | 31775 | SKY | SKY GUYS LLC | 800.00 |
| 10/01/2019 | GEN | 31776 | STANEK | BILL STANEK | 96.00 |
| 10/01/2019 | GEN | 31777 | SUMMIT | SUMMIT COMPANIES | 917.75 |
| 10/01/2019 | GEN | 31778 | VOGEL | TERRY VOGEL | 50.00 |
| 10/01/2019 | GEN | 31779 | WES01 | WEST SHORE FIRE, INC. | 2,594.46 |
| 10/01/2019 | GEN | 31780 | WOL01 | WOLVERINE POWER SYSTEMS | 1,299.80 |

GEN TOTALS:

| | |
|----------------------------|-----------|
| Total of 52 Checks: | 65,388.08 |
| Less 2 Void Checks: | 0.00 |
| Total of 50 Disbursements: | 65,388.08 |

Monthly Permit List

09/27/2019

Building

| Permit # | Contractor | Job Address | Fee Total | Const. Value |
|--|-------------------------|-----------------------|------------|--------------|
| PB19-0031 | LUDINGTON STORAGE LLC | 14600 220TH AVE | \$4,322.00 | \$1,174,000 |
| Work Description: New construction: Phase 1 - 2 commercial mini-storage buildings with 16,000 sq.ft. floor space. | | | | |
| PB19-0032 | LAMB KEVIN & COLLEEN | 18754 TAFT ROAD | \$290.00 | \$14,400 |
| Work Description: Addition of 720 sq.ft. covered porch/deck to existing single family dwelling. | | | | |
| PB19-0033 | MALONE, DANIEL R. ET UX | 15085 180TH AVE | \$235.00 | \$14,400 |
| Work Description: New construction 24' x 30' (720 sq.ft.) detached garage on parcel with existing single family dwelling. | | | | |
| PB19-0034 | UNIVERSITY CLUB ESTATES | 21595 UNIVERSITY DR | \$718.00 | \$120,060 |
| Work Description: New construction of Spec Home, 1,300 sq.ft. 1-story single family dwelling with full basement, 462 sq.ft. attached garage and 160 sq.ft porch/deck. | | | | |
| PB19-0035 | BIG VALUE CENTER LLC | 14305 NORTHLAND DRIVE | \$330.00 | \$19,660 |
| Work Description: Alterations to the common space in the north end of the building, near the loading dock. | | | | |

Total Permits For Type: 5
Total Fees For Type: \$5,895.00
Total Const. Value For Type: \$1,342,520

Electrical

| Permit # | Contractor | Job Address | Fee Total | Const. Value |
|---|--------------------------|------------------------|-----------|--------------|
| PE19-0038 | JACKSON DANIEL QUADE & K | 21320 FOREST LAKE DR | \$103.00 | \$0 |
| Work Description: Installation of 22 KVA generator with ATS. | | | | |
| PE19-0039 | CIRCLE DRIVE PARK | 12380 185TH AVE LOT 02 | \$60.00 | \$0 |
| Work Description: Electrical service inspection for reconnect. Consumers Energy | | | | |
| PE19-0040 | CIRCLE DRIVE PARK | 12380 185TH AVE LOT 25 | \$60.00 | \$0 |
| Work Description: Electrical service inspection for reconnect. Consumers Energy | | | | |
| PE19-0041 | HOLSWORTH AARON JANELL | 14722 WIGWAM LN | \$122.00 | \$0 |
| Work Description: 100 amp service, 6 breakers, 1 - 220v outlet, 1 inspection. | | | | |
| PE19-0042 | UNIVERSITY CLUB ESTATES | 21595 UNIVERSITY DR | \$303.00 | \$0 |
| Work Description: 200 amp service, 22 circuits, 25 light fixtures, 2 dishwasher, disposal, 1 furnace, 1 - 220 v outlet, 3 inspections. | | | | |

Total Permits For Type: 5
Total Fees For Type: \$648.00
Total Const. Value For Type: \$0

Mechanical

| Permit # | Contractor | Job Address | Fee Total | Const. Value |
|---|--------------------------|-----------------------|-----------|-----------------|
| PM19-0048 | WHITE MARK USA LLC | 16454 BIRCH TOP RIDGE | \$220.00 | \$0 |
| Work Description: Residential Heating System, water heater, gas piping, air conditioning, 3 exhaust fans, 2 inspections. | | | | |
| PM19-0049 | WHITE MARK USA LLC | 16454 BIRCH TOP RIDGE | \$110.00 | \$0 |
| Work Description: Gas burning fireplace, gas piping, 1 inspection. | | | | |
| PM19-0050 | SPEDOWSKI JOSEPH & NANCY | 23400 13 MILE RD | \$150.00 | \$0 |
| Work Description: gas burning fireplace, gas piping, 2 inspections. | | | | |
| PM19-0051 | CARLSON, LELAND H & DARN | 18181 16 MILE RD | \$105.00 | \$0 |
| Work Description: Gas burning furnace, 1 inspection. | | | | |
| Total Permits For Type: | | | | 4 |
| Total Fees For Type: | | | | \$585.00 |
| Total Const. Value For Type: | | | | \$0 |

Plumbing

| Permit # | Contractor | Job Address | Fee Total | Const. Value |
|---|-----------------------|-----------------------|-----------|-----------------|
| PP19-0020 | WHITE MARK USA LLC | 16454 BIRCH TOP RIDGE | \$225.00 | \$0 |
| Work Description: 10 fixtures, 1 stack, 1 sewer connection, 1 sewer (< 6"), 2 - 0.75" water distribution systems, 3 inspections. | | | | |
| PP19-0021 | ERICKSON CORY & EMILY | 14230 TRILLIUM LANE | \$189.00 | \$0 |
| Work Description: 11 fixtures, 3 stacks, 1 sewer connection, 0.75" water distribution system, 2 inspections. | | | | |
| Total Permits For Type: | | | | 2 |
| Total Fees For Type: | | | | \$414.00 |
| Total Const. Value For Type: | | | | \$0 |

Zoning Clearance

| Permit # | Contractor | Job Address | Fee Total | Const. Value |
|--|-------------------------|---------------------|-----------|--------------|
| PZ19-0031 | OLIVER, GORDON L. ET UX | 14851 230TH AVE | \$0.00 | \$0 |
| Work Description: Construction of a new 30' x 48' x 12' agricultural building for storage of farm equipment. Ag Affidavit is on file. | | | | |
| PZ19-0032 | LAMB KEVIN & COLLEEN | 18754 TAFT ROAD | \$25.00 | \$0 |
| Work Description: addition of 720 sq.ft. covered porch/deck attached to existing single family dwelling. | | | | |
| PZ19-0033 | MALONE, DANIEL R. ET UX | 15085 180TH AVE | \$25.00 | \$0 |
| Work Description: New construction 24' x 30' (720 sq.ft.) detached garage. | | | | |
| PZ19-0034 | UNIVERSITY CLUB ESTATES | 21595 UNIVERSITY DR | \$25.00 | \$0 |
| Work Description: New construction of Spec Home, 1,300 sq.ft. 1-story single family dwelling with full basement, 462 sq.ft. attached garage and 160 sq.ft porch/deck. | | | | |

PZ19-0037

WILBER, CURT B.

17790 195TH AVE

\$0.00

\$0

Work Description: Addition of a 64 sq. ft. wheelchair ramp.

| | |
|-------------------------------------|----------------|
| Total Permits For Type: | 5 |
| Total Fees For Type: | \$75.00 |
| Total Const. Value For Type: | \$0 |

Report Summary

Population: All Records
Permit.DateIssued Between
9/1/2019 12:00:00 AM AND
9/30/2019 11:59:59 PM

| | |
|----------------------------------|--------------------|
| Grand Total Fees: | \$7,617.00 |
| Grand Total Permits: | 21 |
| Grand Total Const. Value: | \$1,342,520 |

Big Rapids Charter Township

Cemetery and Grounds Monthly Report

September 2019

September activity:

- Total of 4 burials
 - 2 Cremain
 - 2 Traditional
- Poured 1 headstone foundation
- Grounds Staff participated in Township cleanup
- Purchased new leaf blower from State St. Hardware. Total cost: \$440
- 2005 GMC Dump Truck outfitted with leaf collection box

Month summary:

The month of September consisted of the last rounds of mowing for some areas. Leaf equipment has been tuned up, and is ready for the season. We purchased one leaf blower from State Street Hardware, to replace one that we retired 2 years ago. The leaves are behind this year by about 2-3 weeks per my estimate. We have work crews scheduled with the corrections department throughout the month of October.

The Grounds Department staff also helped out at the annual fall cleanup. We assisted Republic Waste personnel with loading trucks, as well as collecting tires. We collected 76 tires this year, significantly down from last year.

October is the final big swing for the department. We will be cleaning up leaves through the cemetery for the entire month. Also, in the first couple of weeks of the month, the water at the cemetery will be shutoff, with the lines getting blown out. Highbanks Park will be closing in the 15th of the month.

All equipment is in good working order, and the department is operating well.

Respectfully submitted,

Brandon Maneke

Grounds Manager

FIRE DEPARTMENT REPORT
OCTOBER 1, 2019

Item "G"

General:

The department continues to run well. We now have a build date from CSI for the Water Tender Chassis arrival. They have been told that the chassis will be delivered to them on October 13. We will likely take the tender out of service a few days prior to that to let them get started pulling the tank off. On a different note, We also expect to have the DPF/Catalytic converter for Squad 5 delivered on the same date. The turn around time on that repair should only be a day or so. We participated in the BRHS Homecoming parade, Ferris Homecoming parade and completed several medical standby's for BRHS JV football. We also conducted medical standby for the Hungerford Games on the 28th. This is a 50 mile "ultra" marathon through the Hungerford State Game area. The race starts and ends in the Township, so we conduct the standby and call in additional resources if necessary.

Call Volume:

Total calls for the month of September 2019: 39

23 Medical, 0 Structure Fire, 0 Grass Fire/Controlled Burn, 1 Auto Accident, 0 Power Line Down, 0 Vehicle Fire, 2 Smoke/Odor, 0 Dumpster Fire, 6 Cover/Service/Standby, 0 Collapse, 0 Gas Leak, 0 Inspection, 0 Airport Emergency, 3 Fire Alarm, 0 Water Rescues, 0 Service Call, 0 Fire Investigation, 0 Haz-Mat, 0 Elevator/Technical Rescue and 1 Drone Activations.

Year to Date Call volume 2019: 324

Year to Date Response Times:

Turnout Time (dispatch to truck en-route): 4 minutes and 18 seconds.

Response Time (dispatch to on scene): 10 minutes and 6 seconds.

Year to Date Call Locations:

| | |
|--------------------|-----|
| BR TWP | 276 |
| City of Big Rapids | 9 |
| Ewart | 1 |
| Grant | 2 |
| Green | 11 |
| Isabella County | 1 |
| Mecosta TWP | 7 |
| Morley | 2 |
| Morton | 1 |
| Newaygo County | 2 |
| Osceola County | 2 |

Personnel:

We are presenting 2 new members for board approval. Ethan Davis and Dawson Niebarger are both local residents and plan to remain in the area. They will be a good addition to the department and have been recommended by both the members and officers to be hired.

Training:

Training this month consisted of monthly truck checks, hose testing, pipeline safety and water shuttle.

Repairs Completed:

Engine 1 had the annual maintenance service completed along with the hinges being replaced on the driver's door. Squad 5 experienced some mechanical issues returning from a call on 9/16. It was determined that the DPF/Catalytic converter were plugged and needed replacement. The part/parts are currently on back-order and delivery is expected on 10/13. We received an estimate for the repair of \$4,329.00 and Supervisor Stanek approved the emergency repair. It does now appear that we have some time for the board to consider the request to complete the repair. We are able to use Engine 1 and the command unit as medical response vehicles at this time but need to get Squad 5 back on the road so those can be dedicated to their primary purpose.

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

September 27, 2019

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

RE: Monthly Lift Station Report

Dear Bill,

September was another quiet month for lift stations. I did install a new user interface on the Menards Mission unit and all is good there. This month the gravity line to Perry was jetted and we cleaned the Venlo Lift station. Earlier in the month we in collaboration with Progressive AE and Infrastructure Alternatives did smoke testing on the gravity systems with infiltration issues. As of this month NWK has taken over maintenance and call outs on the North State Lift Station. We expect to see the new pump for Venlo within the next month or two.

At this time all the lift stations are functioning properly.

Sincerely,

Todd Shank
Northwest Kent Mechanical Co.

Item "j"

Big Rapids Township Industrial Park Water Treatment Plant Monthly Report

September 2019

All operations are normal at the plant. Maintained a chlorine residual of about 0.33 MG/L or parts per million. Well number 2 functioning good and maintaining ample water for the distribution system. All other electronics working well, getting a few Sensaphone 'offline' alarms but it comes back online shortly thereafter. Block heater will need to be checked on generator when next maintenance visit, diesel fuel is around half a tank and should last awhile longer. Keeping up on water sample schedule, overlooked and ran late on some lead copper samples but got them in the latter part of September before the deadline, awaiting results from 6 samples at 26 dollars each. Will need to move chemical spill tote in chemical room and paint floor there, it needs paint underneath. All other pumps, variable frequency drives and valves functioning normally.

Fall Clean Up 2019

Saturday 9-21-19

Item "J"

Again this year we were open 3 hours from 9:00 to 12:00

We used 4 compactor trucks
No roll offs

Gregg Bunker took the scrap metal and batteries at no charge to the township.

Brandon brought the cemetery trailer with the truck and took the tires.

We did not accept any oil this year. We had a few complaints but not bad.

We did not rent porta johns again this year.

We were all very busy this year as we had two less helpers.

We had 4 compactor trucks all full. This was just the right amount.

We had a few less residents take part this year. There were again a lot of trailers, about half had trailers.

We had a total of 154 loads from 147 residents. That is down 4 from last year.

Seven had two loads again this year.

Weather was sunny and warm; around 60 when we started and up to 80 by the time we finished.

We opened 5 minutes early, and it was around 11:12 before we had no one waiting.

| | |
|--------------|----------|
| 9:00 - 9:30 | 32 loads |
| 9:30 - 10:00 | 33 loads |
| 10:00-11:00 | 53 loads |
| 11:00-12:00 | 36 loads |

Everything went very smoothly this year.

People again were very appreciative of this event, and no one complained about waiting in line.

This was a great opportunity to connect with our township residents.

For scrap metal we had more than two trailer loads this year.

There were a lot of appliances this year.

We collected 76 tires. This is down 50 from last year and there were no tractor tires.

We continue to improve our mailing list.

I think we had a better mailing list this year.

There was around 14% usage rate again.

As usual, some came without cards, but overall most had their cards,

We collected \$15.00 for extra tires, most have figured it out that if they have more tires they ask a neighbor for their card and usually haul their trash too.

Comments from the trash haulers was that we were very efficient again this year.

We tried to move ever thing back toward the trucks, but this did not work as well.

We will spread out more again next year.

Thanks to ALL that helped!

Bill

Item "K"

Fire Committee
September 19, 2019
7:00 pm

Carman Bean, Jim Tubbs, Perry Douglas, and Bill Stanek were present.

Tom Crandell and Arron Holsworth absent.

Perry and Jim brought us up to date on the problems with the 2011 Ford 550 Rescue Unit. The problem now is in the exhaust system. Previously we have had a lot of problems with the tork convertor. This has been replaced 3 times. Jim had called Vanderhide Ford in Cedar Springs to see if they could work on it, but it was too high for their hoist, they said if would have to go to Grand Rapids. Ryan said he could work on it, but didn't have time to tear into it today. If it is what he thinks the part alone would be \$3800.00 with out any labor. Jim was asked to get a written bid on it. This is a unit that is used every day and must be repaired soon. Carman stated it must be fixed. Jim to get Bill the quote asap.

Pump testing was done on both pumpers this week, both passed but engine 2 had a few minor repairs that are needed when we get the MDOT inspection.

Perry asked if he could order a new radio for the new tanker and use the old one in the big grass rig. Bill was OK with a price from CCI for \$667.00. to come out of capital under \$10,000. Perry said he was trying to order one face mask a month also out of this account, Carman and Bill suggested that they get 3 at a time to see if it would save on freight.

The roster is still down or will be down by 5 this month. They have two people ready for interviews next week that they would like to recommend to the board in October.

Adjourned at 7:40 pm so Jim and Perry could go to a fire.

Bill Stanek

**MINUTES
BIG RAPIDS CHARTER TOWNSHIP
PLANNING COMMISSION**

**Tuesday, September 10, 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, September 10, 2019 at 7:30 p.m.

II. OATH OF OFFICE:

Bill Stanek, Township Supervisor, administered the Oath of Office to the newest PC member, Mike Bigford. He will finish out the term vacated by Bob Hampson, expiring on December 31, 2020

III. ROLL CALL:

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

IV. 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.

V. MINUTES:

Mrs. Wethington asked the Commission members to review the minutes of the August 13, 2019 regular meeting. Mr. Cook made a motion to approve the August 13, 2019 minutes as submitted. Mr. Bean seconded the motion. There was no further discussion. The motion passed unanimously with six ayes.

VI. PUBLIC COMMENT:

Mr. Stanek mentioned that he would like to request that the Planning Commission make a motion to recommend that the Board of Trustees hire Dave Bee and request acceptance of the WMRPC Proposal for assistance with our 2020 Master Plan. Mr. Mason advised that this item was next on the agenda.

VII. NEW BUSINESS:

Based on the comment from Mr. Stanek, Mr. Bean made a motion to engage the services of Mr. Bee and the WMRPC to assist us in developing and updating our master plan. The motion was seconded by Mrs. Davis. Discussion followed.

Mr. Bigford asked if the motion was based on the bid that was provided. Mr. Bean mentioned that the PC recommends that the Township Board accept the proposal from the West Michigan Regional Planning Commission for services related to our 2020 Master plan. Discussion continued about the proposal and what services will be

provided. Mrs. Davis stated that she could not imagine taking on this project without the outside expertise provided by Mr. Bee. Mr. Bigford was curious who will control the process and which entity will receive the reports from Mr. Bee. Mr. Stanek advised that the Planning Commission will oversee the process and Mr. Bee will report directly to them.

Mr. Bean requested that a digital (electronic) copy of the final document be provided. Mr. Bigford asked what the first step would be after Mr. Bee is engaged. Mr. Stanek replied that Mr. Bee would start by meeting with the public to gather their input. Mr. Mason stated the public notifications have been sent out to the adjacent local jurisdictions and the public utility providers, as well as the local school districts. Mrs. Wethington asked what the timeline goal for completion of the plan is. Mr. Mason said that the goal is to be complete by December of 2020, but there is some leeway for finalizing the plan, and that the 2020 Census data will not be available until 2021. Mr. Mason continued by summarizing the items that will need to be placed into the next plan that may have been inadvertently removed when the 2015 plan was being developed. The big items to consider are implementing some sort of complete streets plan and updating the vision for the township, including the future land use map, so that it correctly represents what the residents and the planning commission members want to see.

Mr. Mason is hoping that the public will be interested in participating in the information gathering phase of the process so that we will have good information to help steer the direction of the 2020 plan. Mr. Bigford asked if we would create a vision statement, and Mr. Mason said that we would, based on the input we receive from the citizens. We will need to make sure that we provide for all the mandated items. Mr. Bigford commented that it was interesting to read the old survey results and see what the residents wanted then. Everyone is in agreement that the new survey will be a great tool for determining the direction the citizens want the township to go, as long as we get good participation.

Mr. Bigford asked who would develop the questions that will be asked during the survey process. He wondered if there was fixed format for the line of questioning. Mr. Mason replied that he believed the questions were targeted to the community and the desires of the Planning Commission. We want to make sure that we don't lead respondents in a particular direction that we want. Mr. Bean said he feels it is important for the Planning Commission to review the survey questions before they go out. Mr. Bigford would like to incentivize people to fill out the survey so that the results will be representative of the entire community. He really wants to see as much engagement as can be generated.

Mrs. Wethington asked if there was anymore discussion on the motion. Hearing none, she called the question and the motion passed with six ayes and zero nays.

In other business, Mr. Mason briefly mentioned the latest information published on legal decisions and other legislation that affects planning and zoning in Michigan. The item that may most affect us is Michigan SB 431, which is a proposed amendment to the Zoning Enabling Act that will remove most of the provisions for local oversight in the regulation of mining and gravel pits. Mr. Mason mentioned that the rest of the items in the legal section may not affect us greatly.

The Michigan Association of Planning is having their annual conference in Kalamazoo on September 25 - 27, 2019, if anyone is interested.

Mr. Mason mentioned that the MSU Extension's Zoning Administrator class will be held in Petoskey this winter, February 6 – 7, 2020. This was a very valuable program and, if his schedule will allow, he would like to take it again.

Mr. Stanek shared that the 2020 Census is coming up in April and he wants to make sure that Big Rapids Township is counted accurately, including college students, snow birds and children under school age. He stated those are the groups that are most undercounted in our area. He encouraged everyone to help make sure we get a complete count. Mr. Mason mentioned that he, Mr. Stanek and representatives from the City of Big Rapids and Ferris State University will meet Friday September 13, 2019 to discuss setting up a joint Complete Count Committee. Mrs. Wethington asked how someone gets counted, and Mr. Stanek explained the methods that will be used for the 2020 Census. Mr. Bigford asked if we could use the absentee ballot applications to assist in determining who the snowbirds are.

Mr. Bigford asked about providing an incentive for the citizens to participate in our Master Plan survey. Mr. Stanek answered that he thought that would be fine as long as the prizes were donated, because no township funds could be used in purchasing those items.

Mr. Bigford asked if he could call in for a conference call if he is not able to attend one of our meetings. Mr. Stanek replied that calling in would be fine. Everyone thanked Mr. Bigford for his willingness to become a member of the commission and welcomed him to the team.

VIII. ADJOURNMENT:

Hearing no further business for the Planning Commission, Mrs. Wethington adjourned the meeting at 7:58 p.m.

Motion to approve the Planning Commission minutes of September 10, 2019 by: Mr. _____ . Seconded by: Mr. _____. Roll call vote carried with _____ ayes.

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

October 8, 2019
Date Approved

Item "M"

**BIG RAPIDS CHARTER TOWNSHIP ROADS COMMITTEE
SCHEDULED MEETING WEDNESDAY SEPTEMBER 4, 2019
HELD AT THE BIG RAPIDS TOWNSHIP OFFICES**

CALL TO ORDER: 12:00 p.m.

ROLL CALL: Dave Molnar, Roger Schneidt, present. Jerry Everett-Trustee, Bill Stanek-Supervisor, Tim Nestle-Mecosta County Road Commission (MCRC) Superintendent Manager also present. Bob Persons not present.

ACCEPTANCE OF MINUTES: Motion to accept minutes from Road Committee meetings of April 23 by Schneidt, seconded by Molnar. Motion passed.

2019 ROAD WORK REVIEWED: Committee discussed recently completed work on 17 Mile Road and Madison Avenue. Projects came in approximately \$94,000 under budget. Committee recommends adding \$90,000 to the Supervisor 2020 recommended road budget of \$410,000, bringing the total to \$500,000. The Committee recommends this additional \$90,000 to go toward preventative maintenance, specifically chip and fog treatments, to maintain the quality of good and fair roads.

5 YEAR PLAN: Committee discussed having another meeting in late October to take a fresh look at the 5 year plan. This will be an opportunity for the Committee to review the results of the program so far, the current condition of the local roads, and any changes that may take place in the future.

MCRC ROAD MILLAGE PROPOSAL: County Commissioners have requested the Township Board's opinion on the proposed MCRC Road Millage. Committee was tasked to provide a recommendation for the Township Board. Extensive discussion took place. It is the opinion of the Committee that the MCRC needs additional funding and supports the initiative conceptually. However, we all agreed that 2 mils is a lot to ask from the taxpayers and would support a less aggressive proposal of 1 mil. If the program shows good progress, than we believe the public would support an additional mil in the future.

DISCUSSION:

- Molnar will provide an updated pie chart presentation showing progress for the most recent year of road work and 2019 PASER ratings.
- MCRC was requested to provide design options and estimates for fixing the drainage issues on West Avenue in front of the fairgrounds in preparation for that section of road to be improved in 2020.
- Nestle provided an update on 15 Mile Road in front of the Big Rapids High School. Paving is tentatively scheduled for Saturday, September 7th. Unforeseen extensive subgrade replacement has caused the project to be delayed.
- Schneidt requested MCRC consider using social media to communicate safety concerns, road conditions, and current issues. Specifically, it appears that homeowners are plowing snow into or across public roads more frequently, which is illegal.

Supervisor's Report September 2019

This month I was able to get the newsletter done and out, thanks to the proof reading done by my wife and a neighbor. I always try to have this out by the end of September or early October. This is one thing that I get a lot of positive feedback from. The other is the fall cleanup that went well again this year. People are happy; let's keep up the good work.

At the beginning of the month I was involved with the smoke testing we had done under the SAW grant. This was very interesting and tiring. It was a long day for me when I am used to sitting at a desk or in meetings. I did learn a lot from it, and we found some areas that we need to do some work on that should help with the I & I problem we have. We have just received the report from Progressive and this will be available electronically. There were several clean outs that had caps missing or broken. Next, we will be working with the property owners to getting some of these items fixed. The city had two at the airport, and they already have fixed them. Bigger problems were found at the industrial park where we have a couple manholes that need some work on them. The other big problem is across the street from the office in the parking lot. We have a problem with storm water entering into the sanitary sewer. It is also undercutting the ground by the storm drain. I have talked to the owner, and he said it is not his problem. The procedure was very interesting in the testing. A small gas motor with a blower is attached to piece of steel the size of a manhole cover. They would light a smoke bomb and start the blower. If there was an opening, you could see smoke. It kept eight of us busy just moving up and down the lines watching for problems. In most of the apartment buildings or any building you would usually see smoke coming up the vent stacks on the building. We did have a few instances in the two sets of apartments on 14 Mile Road where smoke was coming out of the walls or cabinets. The other problem was a dry floor trap in the doctor's office on Gilbert Drive that set off smoke alarms and made for an evacuation of the building. We had notified 911 and the local fire departments ahead of time, and they did have three calls. If the system was good, the smoke would travel up to a half mile. Close to three dozen smoke bombs were used.

We still have a problem at the Hills of Mitchell Creek. I talked to our attorney, and we do own the system. I have met with the owners of the development. What we thought might fix the problem didn't help so we are still working on it. I will attach a separate report on this in the packet.

Mike Oezer and I met at his office and went over the findings of the smoke test and discussed the problems at the Hills of Mitchell Creek.

This month I was able to attend the city meeting with Green Township as well as the city/county/Ferris, the MEDC quarterly full board, and the city wellhead protection committee meetings. I was also in attendance at a city commission, our planning commission, roads committee, and fire committee meetings. Brent and I were able to attend a complete count census meeting. On the 2nd of October I plan on attending the MTA On The Road all-day training session.

It is my privilege to serve with each of you. Thank you.

Bill

Hills of Mitchell Creek

The sewer system belongs to the township according to Mark Nettleton, our attorney. After calling for his opinion, I did some more searching and found the application we signed applying to the state to install the system.

The problem with the existing home there still has not been solved. The current developer capped one broken pipe on his property, but this has not solved the problem. I talked to Mike Oezer again on this, and he suggested that we add dye to the drain from the home and see if we can find the problem.

I had a meeting with the development owners, Terry Weaver, Shane Weaver and Sue Glatz, on Wednesday the 25th. I acknowledged that we did own the system and we would take care of the existing house, but I could not allow additional tap-ins until we could be sure it was draining. I did explain that if there were major work to the entire system, that it would require a special assessment of the property owners. I talked to them about using dye to locate the problem. Terry has worked with a company in the past that does hydro testing, and he said he would rather do that. They needed prints so they could get a price on getting this done.

On Thursday I met with Mike Oezer, and we discussed this option as well as a tie-in for the house that is under construction. Also, on Thursday Terry and his crew found a pressure tap-in for the new house and ran water in it. It was successfully flowing into the gravity system. I was in Grand Rapids, so Brent went up and confirmed the situation. I told Terry we would allow this one for now. Terry thanked me for having the meeting the day before and the way I am handling the problems. We accepted the system under good faith, they bought the property under good faith, so we need to work together to remedy the situation. It is to our advantage to have many homes up there as well as for them to sell them.

The other problem there is water pressure from the city. I have discussed this with the city before and for long-term planning they need to look at a water tower. At our meeting with Terry and Sue, they said they are willing to donate a lot to the city.

We will see if they do a hydro test. If they do, Mike Oezer would like to have an observer. If this does not find anything, we will need to start digging up some valves and see if they are working and go from there.

I hope to have more next month.

Bill



MICHIGAN DEPARTMENT OF ENVIRONMENTAL QUALITY
WATER DIVISION

HDEQ Original

PERMIT APPLICATION FOR WASTEWATER SYSTEMS
(CONSTRUCTION - ALTERATION - ADDITION OR IMPROVEMENT) AS DESCRIBED HEREIN
Required under the Authority of Part 41, Act 451, PA 1994 as amended

This application becomes a Part 41 Permit only when signed and issued by authorized DEQ Staff.
See instructions below for completion of this application.

| | | |
|--|--|--|
| Permit Number (DEQ use only) 100256 | Date of Issuance (DEQ use only) October 21, 2005 | |
| 1. Municipality or Organization, and Address which will own the wastewater facilities to be constructed. This permit is to be issued to: Big Rapids Township 14212 Northland Drive Big Rapids, MI 49307 | Permit Stamp Area (DEQ use only) DEPARTMENT OF ENVIRONMENTAL QUALITY PERMIT NUMBER 1002256 OCT 21 2005 | |
| | 2. Owner's Contact Person (provide name for questions): Contact: <u>Maxine McClelland</u> Phone: <u>231-796-3603</u> | |
| 3. Project Name (Provide phase number if project is segmented) Hills of Mitchell Creek | 4. Project Location Township of Big Rapids, Section 10 | 5. County (location of project) Mecosta |
| AUTHORIZING SEWERAGE SYSTEM CONSTRUCTION IN ACCORDANCE WITH ACT 451 PA 1994, PART 41 | | |

ISSUED UNDER THE AUTHORITY OF THE DIRECTOR OF THE DEPARTMENT OF ENVIRONMENTAL QUALITY

cc: Green Township
Wilcox Professional Services
Mecosta County Health Dept.

Issued by: Keith Zahn, P.E.
Reviewed by: Jessie J. Sorenson

If this box is marked see attached special conditions.

Instructions: Complete Items 1 through 5 below and 6 through 27 on the following pages of this application. Print or type all information except for signatures. Mail completed application, plans and specifications, and any attachments to the Michigan Department of Environmental Quality District Office having jurisdiction in the area of the proposed construction

Please Note:

- this PERMIT only authorizes the construction, alteration, addition or improvement of the wastewater system described herein and is issued solely under the authority of Part 41 of Act 451, PA 1994, as amended. Depending on the specific conditions of the project other permits from this Department or other governmental agencies may be required.
- this PERMIT expires two (2) years after the date of issuance in accordance with rule 299.2939(2) of the General Rules of Michigan Department of Environmental Quality unless construction has been initiated prior to expiration.
- noncompliance with the conditions of this permit and the requirements of the Act constitutes a violation of the Act.
- applicant must give notice to public utilities in accordance with Act No. 53 of the Public Acts of 1974 (MISS DIG), being Section 460.701 to 460.718 of the Michigan Compiled Laws, and comply with each of the requirements of that Act;
- all earth changing activities must be conducted in accordance with the requirements of the Soil Erosion and Sedimentation Control Act, Part 91 of Act 451, PA 1994, as amended;
- all construction activity impacting wetlands shall be conducted in accordance with the Wetland Protection Act, Part 303 of Act 451, PA 1994, as amended;
- intentionally providing false information in this application constitutes fraud which is punishable by fine and/or imprisonment.

Continue application on following pages

RECEIVED
MICHIGAN DEPARTMENT OF ENVIRONMENTAL QUALITY

OCT 24 2005

WATER DIVISION
GRAND RAPIDS



Michigan Department of Environmental Quality
Permit Application for Wastewater Systems (Continued)

6. **Facilities Description** – In the space below provide a detailed description of the proposed project. Applications without adequate facilities descriptions will be returned. SEE EXAMPLES BELOW. Use additional sheets if needed.

- 1.) One submersible duplex wetwell pumping station rated 203 gpm @ 33' TDH located on north side of Rolling Hills Lane 270' west of Sheridan Street with 860 LF of 4-inch discharge connection to existing 8-inch forcemain in Sheridan Street.
- 2.) 41' of 8-inch sanitary sewer in easement from Rolling Hills Lane north to pumping station.
- 3.) 1284' of 8-inch sanitary sewer in Rolling Hills Lane from 270' west of Sheridan Street to west and there end.
- 4.) 170' of 3-inch forcemain in Rolling Hills Lane from manhole to Birch Top Ridge.
- 5.) 550' of 3-inch forcemain in Birch Top Ridge from Rolling Hills Lane to Mitchell Creek Trail.
- 6.) 650' of 2-inch forcemain in Birch Top Ridge from Rolling Hills Lane southeast to end.
- 7.) 2450' of 2-inch forcemain in Mitchell Creek trail from 400' north of Madison Road north to end.
- 8.) 653' of 2-inch forcemain in Canyon Cove from Mitchell Creek Trail northwest to end.

EXAMPLES – EXAMPLES – EXAMPLES – EXAMPLES – EXAMPLES – EXAMPLES

| | |
|------------------------------------|---|
| Sanitary Sewers and/or Force Mains | 250 feet of 10-inch sanitary sewer in Mark Avenue between John and Lincoln Streets. OR 250' of 10" sewer in an easement from the intersection of Mark Avenue and John Street to the north. |
| Pumping Stations | A submersible (wetwell/drywell, suction lift, etc.) station rated for 250 gpm at a TDH of 34' located at the northeast corner of Mark Avenue and Lincoln Street, and equipped with two pumps, backup power, pump around capability, and all other equipment as required for proper operation. |
| Wastewater Treatment Facilities | A 10 million gpd (avg. flow) facility located at the north end of Ronald Street including a 2.0 million gallon equalization basin, six 0.5 million gallon primary clarifiers, four 0.75 million gallon aeration basins with fine bubble aerators, four 0.8 million gallon circular secondary clarifiers, ultraviolet disinfection, and all necessary appurtenances and piping as shown on the plans and described in the specifications for the proper operation of the treatment facility and to provide a discharge quality in compliance with the facility's discharge permit. |



Michigan Department of Environmental Quality
Permit Application for Wastewater Systems (Continued)

| General Project Information – Complete all boxes below. | |
|--|--|
| 7. Design engineer's name, engineering firm, address, phone number, and email address: <u>Wilcox Professional Services, LLC</u> <u>5859 Sherman Road</u> <u>Saginaw, MI 48604</u> <u>989-752-6500, gniethammer@wilcoxassociates.com</u> | 8. Indicate who will prepare "as-built" plans for this project <input checked="" type="checkbox"/> Design Engineer in Box 7. <input type="checkbox"/> Name, organization, address, and phone number: _____ |
| 9. Indicate who will provide project construction inspection: <input type="checkbox"/> Engineering firm listed in Box 7. <input checked="" type="checkbox"/> Name, organization, address, and phone number: <u>Wade-Trim</u> <u>241 E. State Street</u> <u>Traverse City, MI 49684</u> <u>231-947-7400</u> | 10. Is ground water dewatering expected for this project? <input type="checkbox"/> YES <input checked="" type="checkbox"/> NO If YES, provide dewatering specifications. If YES, will water wells or water bodies be impacted? <input type="checkbox"/> YES <input type="checkbox"/> NO |
| 11. To which wastewater collection system will the project connect? <u>Green Township, Mecosta County</u> | 12. To which wastewater treatment system will the project connect? <u>City of Big Rapids</u> The discharge is to <input type="checkbox"/> Groundwater <input checked="" type="checkbox"/> Surface Water |
| 13. Will this project be within 50 ft. of a private water well? <input type="checkbox"/> YES <input checked="" type="checkbox"/> NO If YES, locate on plans. | 14. Will this project be within 200 ft of a public water well? <input type="checkbox"/> YES <input type="checkbox"/> NO If YES, locate on plans. |
| 15. Is the project construction activity within a wetland (as defined by 30301(d) of Part 303 of Act 451, PA 1994)? <input type="checkbox"/> YES <input checked="" type="checkbox"/> NO If YES, attach a copy of wetland permit. | 16. Is the project construction activity within a 100 year flood plain (as defined by Part 31 of Act 451, PA 1994 and the associated Administrative Rules)? <input checked="" type="checkbox"/> YES <input type="checkbox"/> NO If YES, attach a copy of flood plain permit. |
| 17. Is the project construction activity below the ordinary high water mark of an inland lake or stream (as defined by 30101(e) of Part 301 of Act 451, PA 1994)? <input type="checkbox"/> YES <input checked="" type="checkbox"/> NO If YES, describe the location and identify which facilities are below the ordinary high water mark: _____ | 18. Is the project construction activity within 500 ft. of a lake, reservoir, or stream? <input checked="" type="checkbox"/> YES <input type="checkbox"/> NO If YES, either attach a copy of the Soil and Erosion Control Permit or indicate if the owner listed in box 2 of this application is an Authorized Public Agency (section 10 of Part 91, act 451, PA 1994) <input type="checkbox"/> Owner is APA. |
| 19. Will the proposed construction activity be part of a project involving the disturbance of five (5) or more acres of land? <input checked="" type="checkbox"/> YES <input type="checkbox"/> NO If YES, is this activity regulated by the National Pollutant Discharge Elimination System storm water regulations? <input checked="" type="checkbox"/> YES: Attach a copy of the NPDES Authorization to discharge storm water from construction activities. <input type="checkbox"/> NO: Describe why activity is not regulated: _____ Please contact 517-241-8993 with questions regarding the applicability of the storm water regulations. | |
| 20. Is the project in or adjacent to a site of soil or groundwater contamination? <input type="checkbox"/> YES <input checked="" type="checkbox"/> NO If YES, attach a copy of a plan acceptable to the DEQ for handling contaminated soils and/or groundwater disturbed during construction. Contact the local DEQ office for listings of Michigan sites of environmental contamination. | |

| Receiving Sewer System Capacity – Enter flow rates and select units (for sewer system projects). | | |
|---|-------------|---------|
| 21. What is the total capacity of the existing outlet sewer? | <u>1400</u> | (gpm) |
| 22. What is the current peak hour flow into the existing outlet sewer? | <u>620</u> | (gpm) |
| 23. What is the design capacity (capacity with largest pump out of service) of the existing downstream pumping station? | <u>2.40</u> | (mgd) |
| 24. What is the current peak hour flow into the existing downstream pumping station? | <u>2.35</u> | (mgd) |

| Overflows and Basement Flooding – For proposed sewer system projects mark all boxes that apply | |
|--|--|
| 25. Has the downstream collection system overflowed or flooded basements in the past five years? <input type="checkbox"/> YES <input checked="" type="checkbox"/> NO If YES, attach a listing of such events in the past five years including date, location, cause, and corrective action taken. | |
| 26. Has the downstream collection system owner entered into an agreement satisfactory to the Department to address sanitary sewer overflows and basement floodings? <input type="checkbox"/> YES <input checked="" type="checkbox"/> NO If YES, enter agreement name and number: _____ | |



Michigan Department of Environmental Quality
Permit Application for Wastewater Systems (Continued)

27. **Owner's Certification** The owner of the proposed facilities or the owner's authorized representative shall complete the owner's certification.

OWNER'S CERTIFICATION

I, Maxine McClelland (name), acting as the Supervisor (title/position) for Big Rapids Township (entity owning proposed facilities) certify that the information provided in this application is true and accurate to the best of my knowledge. Also, I certify that this proposed project as detailed in the Plans and Specifications submitted under this application is in compliance with the requirement of Part 41 of Act 451 (PA 1994, as amended) Rule 41(a) which states that "Proper devices are or will be available and are in satisfactory operation for the collection, transportation and treatment before discharge into any public watercourse, lake, drain, ditch or groundwater, of the sewage or wastes collected or conveyed by such systems, or a definite program or agreement satisfactory to the Department leading to the construction and operation of such collection, transportation or treatment devices shall have been officially adopted by the applicant for such permit and filed in the offices of the Department."

Maxine McClelland Signature 10-11-2005 Date 231 796 3603 Phone

28. **NON GOVERNMENTAL OWNERSHIP** If the owner of the proposed facilities is not a governmental agency this application must be accompanied by a program to ensure continued proper operation and maintenance of the system. The program may be one of the following:
- A. A resolution from the local governmental agency stating that the local governmental agency shall assume responsibility for the effective and continued operation and maintenance of the proposed sewerage system if the owner of the proposed sewerage system in any way fails to perform in this capacity; and a copy of contractual or other arrangements between the owner of the proposed sewerage system and the local governmental agency which provides for the continuity of service.
 - B. A program that includes establishment of a legal entity to own the proposed facilities, a perpetual operation and maintenance fund in escrow, and a covenant running with the land for each parcel in the development which establishes a financial land owner responsibility for continued proper operation and maintenance. Please contact the local DEQ office to obtain a copy of the policy and guidance for non-governmentally owned wastewater facilities.

Please confirm your application is complete by using the following CHECKLIST. Your cooperation will reduce DEQ review time and speed permit issuance. **INCOMPLETE OR INADEQUATE APPLICATIONS WILL BE RETURNED.**

| | |
|--|--|
| <input checked="" type="checkbox"/> Boxes 1 to 27 of the application have been completed. | <input checked="" type="checkbox"/> Owner's certification is signed and dated (box 27). |
| <input checked="" type="checkbox"/> Submit project final plans and specifications sealed by a Professional Engineer licensed in Michigan | <input type="checkbox"/> If project is in a contaminated area provide a copy of the plan for the proper handling of contamination (box 20) |
| <input checked="" type="checkbox"/> Attach a detailed basis of design. Use form EQP 4600A (page 5) or a document providing same as required by Rule 35(3) of the Rules of Part 41 of Act 451, PA 1994. | <input type="checkbox"/> Attach a copy of the resolution for non-governmental projects (see 27 A). |
| <input checked="" type="checkbox"/> Attach other DEQ and other governmental permits (boxes 15, 16, 18 and 19). | <input type="checkbox"/> Attach a copy of the program for continued operation and maintenance of non-governmental projects (see 28). |

REMINDER: Upon completion of the project, a construction certification statement must be submitted to the DEQ office which issued the permit. A sample certification statement is attached to this application (Form EQP4600B - page 6)

BIG RAPIDS TOWNSHIP FIRE DEPARTMENT

Employment Application



APPLICANT INFORMATION

Last Name Neiburger First Dawson M.I. _____ Date 8-14-14
 Street Address 220 West Waterloo Apartment/Unit # _____
 City Big Rapids State MI ZIP _____
 Phone (231) 918-2314 E-mail Address DNitchell101@gmail.com
 Date Available _____

Position Applied for _____

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 NO If so, when? _____
 Have you ever been convicted of a felony? YES NO NO If yes, explain _____

EDUCATION

High School Big Rapids High School Address _____
 From 2014 To 2016 Did you graduate? YES NO Degree G.E.D.
 College _____ Address _____
 From _____ To _____ Did you graduate? YES NO Degree _____

EMPLOYMENT HISTORY

Company Central Landscape Service Phone (231) 297-2666
 Address 604 West Ave Supervisor Kandy Buys
 Job Title Landscaper

Responsibilities _____
From 2016 To Current Reason for Leaving _____

Company _____ Phone _____
 Address _____ Supervisor _____
 Job Title _____
 Responsibilities _____

From _____ To _____ Reason for Leaving _____

May we contact your previous employers for a reference? YES NO

MILITARY SERVICE

Branch

From

To

Rank at Discharge

Type of Discharge

If other than honorable, explain

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

REFERENCES

Please list three non-related professional references.

Full Name *Karoly Buys*
Company *Central Landscaping*
Address *604 West Ave*

Title

Phone *231-287-2666*

Full Name

Title

Company

Phone

Address

Full Name

Title

Company

Phone

Address

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 *6-19-19*

Item "Q"

BIG RAPIDS TOWNSHIP FIRE DEPARTMENT

Employment Application



APPLICANT INFORMATION

Last Name Davis First Ethan M.I. R Date 4-9-2019
 Street Address _____ Apartment/Unit # _____
 City Big Rapids State MI ZIP 49307
 Phone 231-287-1482 E-mail Address ethanrd2014@gmail.com
 Date Available 4-9-2019
 Position Applied for Firefighter

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 Crossroads Charter Academy Address 215 N State St
 From 4th To 12th Did you graduate? YES NO Degree _____
 College _____ Address _____
 From _____ To _____ Did you graduate? YES NO Degree _____

EMPLOYMENT HISTORY

Company Central Landscape Services Phone 231-287-2666
 Address 17415 Astor Drive Supervisor Bandy Buys
 Job Title Landscape
 Responsibilities Various responsibilities from mowing garden beds to boulder work
 From Summer 2016 To _____ Reason for Leaving N/A

Company Gregory's Asparagus Farm Phone 231-867-3345
 Address 14875 110th Ave, Robey, MI Supervisor Collene Gregory
 Job Title Asparagus Packer
 Responsibilities Pack asparagus
 From Summer 2016 To Summer 2017 Reason for Leaving Acquired a new job

May we contact your previous employers for a reference? YES NO

MILITARY SERVICE

Branch From To
Rank at Discharge Type of Discharge
If other than honorable, explain

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

REFERENCES

Please list three non-related professional references.

Full Name Randy Buys Title Landscaper / Boss
Company Central Landscape Services Phone 231-287-2666
Address 17415 Asho Drive

Full Name Pamela Anyell Title Teacher
Company Crossroads Charter Academy Phone 1-704-880-4913
Address 215 N state st

Full Name Julian Castillo Title Coach
Company Crossroads Charter Academy Phone 616-240-2777
Address 215 N state st

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 

Date 9-9-2014

Item "R"

Repair Order

Big Rapids Fleet & Auto Repair, Inc.

18481 16 Mile Rd
Big Rapids, MI 49307
F165052

| Date | Invoice # |
|-----------|-----------|
| 9/20/2019 | 2144 |

Phone # 231-349-5172
Fax # 231-305-5916

| Unit # |
|--------|
| 11-5 |

| Bill To |
|--|
| Big Rapids Township Fire Dept. Perry Douglass 14212 Northland Dr Big Rapids, MI 49307 |

| Year | Make | Model |
|------|------|-------|
| 2011 | Ford | F-550 |

| Quantity | Description | Amount |
|----------|---|--|
| 3 | Customer states that the charge air cooler tube blew off while driving, engine stalled and now will not stay running. Mileage In: 21587 Mileage Out: Hours: 2709 Replace charge air cooler to intake tube, clear stored codes and test. Charge Air Tube Found engine will not run, codes stored for exhaust back pressure. Had vehicle towed to repair facility. Separated exhaust and looked inside with bore scope. Exhaust catalytic convertor face is plugged. Engine will start and run with exhaust separated. Need to replace DPF/CAT assembly. Suspect DPF regen cycles were not complete causing the exhaust system to plug. Remove and replace DPF/CAT assembly DPF/CAT Assembly Exhaust Gasket Exhaust Pressure Tube DPF Urea Doser Gasket | 80.00 104.13 240.00 3,844.29 12.09 29.27 19.22 |
| | M217780 Ryan Pranger Thank You for your Business | |

I hereby authorize the repair work to be done along with the necessary materials/parts. You and your employees may operate the above vehicle for the purposes of testing, inspection and/or delivery at my risk. I understand that the facility is not responsible for damage or articles left in vehicle in case of fire, theft or any other cause beyond our control. ALL PARTS NEW UNLESS NOTED.
CERTIFICATION REPAIRS ARE PROPERLY PERFORMED _____
customer signature _____

Subtotal \$4,329.00
Sales Tax (0.0%) \$0.00
Payments/Credits \$0.00
Balance Due \$4,329.00

PUBLIC PARTICIPATION ACTION PROGRAM

INTRODUCTION

This action program is meant to serve as the public participation portion of an update to Big Rapids Charter Township's Master Plan. The West Michigan Regional Planning Commission (WMRPC) will review the action program with the Township's Planning Commission to insure everyone agrees to the established process. The WMRPC will also establish, with the assistance of the Planning Commission, a list of 25-30 key people to interview. The WMRPC will also work with the Planning Commission to set tentative dates for interviews, workshops, surveys and meetings with the Planning Commission.

PUBLIC PARTICIPATION

Public involvement is essential to a successful planning effort. Residents desire different levels of participation – from completing a survey to running for elected office. This Action Program provides several levels of public participation to meet the varied desires of residents.

Action 1: Key Person Interviews – The WMRPC will conduct key person interviews during a two-day visit. We will conduct these one-on-one surveys in Big Rapids Township's Offices or other suitable locations. Each survey will take between 15 and 20 minutes and will consist of four open-ended questions related to the Township's strengths, weaknesses, opportunities and threats. The Planning Commission will provide the list of key people to interview along with contact information. The WMRPC will contact the people to set interview times. These interviews will help identify broad issues facing the Township. Key people should include representatives from:

- Planning Commission
- Township Board
- Township Staff
- School Officials
- Businesses
- Long Time Residents
- New Residents
- Service Organizations
- Students
- County Officials
- Seniors
- Interested Citizens

Action 2: Issue Identification Workshops – The next level of participation is a set of two issue identification workshops. To provide everyone an opportunity to attend a workshop, the WMRPC will schedule a daytime meeting and an evening meeting. The workshops will help establish and rank the Township's issues. The workshop participants will also create a series of general actions to address each of the issues. Big Rapids Township will work with the WMRPC to invite residents. The Township will need to provide a meeting room that can accommodate 20-40 people (depending on the number of participants). These meetings provide a very open forum for discussing issues.

Action 3: Community Survey – A third method of gathering input involves developing a community survey for distribution by the Township. The Planning Commission will review the survey performed in 2003-4 to determine if any of the questions are still relevant and to determine if opinions have changed over the past 15 years. The purpose of the survey is to gather information to determine the types of development and the

levels of services people desire in Big Rapids Township. The WMRPC will work with the Planning Commission to develop a survey tool. The Township will run copies, distribute, and collect the surveys. The WMRPC will tabulate the returned surveys.

Action 4: Analysis – The WMRPC will analyze and provide a written report of the results of the three methods of public input. The report will be written in a way that will lead to the development of issues, goals, and actions later in the overall planning process.

PROJECT SCHEDULE

The WMRPC can complete this activity in four months. The following schedule identifies our proposed project schedule.

STAFFING

Dave Bee, AICP, Director will be the primary contact person throughout the entire planning process. He will attend meetings, conduct workshops, interview participants and write/edit the analysis. Tabulation of surveys may be done in part by other staff.

WMRPC OFFICE

Work for the Big Rapids Township Master Plan will occur in the Grand Rapids office of the West Michigan Regional Planning Commission, located at 1345 Monroe Avenue NW, Suite 255, Grand Rapids, Michigan 49505. Telephone (616)774-8400.

COST PROPOSAL

| ACTION | DESCRIPTION | COST |
|---------------|---|-------------------|
| 1 | Key Person Interviews | |
| | 16 hours | \$800.00 |
| | Travel (two trips & four meals) | \$180.00 |
| 2 | Issue Identification Workshops | |
| | 16 hours | \$800.00 |
| | Travel (two trips and two meals) | \$180.00 |
| 3 | Community Survey | |
| | Develop Survey Tool | |
| | 8 hours | \$400.00 |
| | Travel (one trip and one meal) | \$90.00 |
| | Tabulation of up to 250 surveys | |
| | 40 hours | \$2,000.00 |
| 4 | Analysis & Writing Report for Master Plan Inclusion | |
| | 40 hours | \$2,000.00 |
| | (one trip and one meal) | \$90.00 |
| Total | 124 hours and six trips | \$6,540.00 |