

**BIG RAPIDS CHARTER TOWNSHIP BOARD  
REGULAR MEETING TUESDAY, MARCH 3, 2020  
BIG RAPIDS TOWNSHIP OFFICES, 14212 NORTHLAND DR.  
BIG RAPIDS, MI 49307**

**AGENDA**

**PLEDGE OF ALLEGIANCE.**

**CALL TO ORDER: 7:00 p.m. ROLL CALL: \_\_ Stanek, \_\_ Saez, \_\_ Currie, \_\_ Bean, \_\_ Everett, \_\_ Geib, \_\_ Merendino**

**PUBLIC COMMENT**

**ADDITIONS TO AGENDA:**

**CORRESPONDENCE: ITEM A**

**CONSENT AGENDA**

1. March 3, Meeting Minutes: **ITEM B**
2. ~~February Treasurer report:~~ **ITEM C**
3. March Financial Report: **ITEM D**
4. Accounts Payable: **ITEM E**
5. Payroll: **ITEM F**

**MONTHLY REPORTS:**

1. Building Department: **ITEM G**
2. Cemetery & Grounds: **ITEM H**
3. Fire Department: **ITEM I**
4. Sewer Department: **ITEM J**
5. Water Department: **ITEM K**
6. Board of Review-March 3, 2020: **ITEM L**
7. Board of Review-March 9-11, 2020: **ITEM M**
8. Supervisor: **ITEM N**

**UNFINISHED BUSINESS:**

1. None for this month

**NEW BUSINESS:**

1. Recommendation to Accept Bid from Dean's for Sheridan Lift Station \$182,362: **ITEM O**
2. Recommendation to Accept Bid from Total Energy Systems for Generator \$21,150: **ITEM P**
3. Road Bid for 17 Mile Road--\$358,729.32: **ITEM Q**
4. Road Bid for Gilbert Drive--\$57,948.16: **ITEM R**
5. Recommendation to add Tom Parker back on Fire Roll: **ITEM S**
6. Other

**PUBLIC COMMENT:**

**ADJOURNMENT:**

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



Item "A"

# MECOSTA COUNTY ROAD COMMISSION

COMMISSIONERS:

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

120 North DeKrafft Avenue  
Big Rapids, MI 49307  
PH: 231-796-2611 FAX: 231-796-5287  
[www.mecostaroads.org](http://www.mecostaroads.org)

STAFF:

**TIM NESTLE**  
SUPERINTENDENT MANAGER  
**AMY KAILING**  
FINANCE DIRECTOR

March 18, 2020

All Mecosta County Townships

At our March 17<sup>th</sup> 2020 Board of Road Commissioners meeting a decision was passed that starting in the 2021 season the Road Commission will no longer be applying the first round of dust control free of charge. We will be doing a 50/50 split on actual costs for labor, equipment, and materials to conduct each round of dust control. In 2019 that cost was approximately \$220 per mile, so \$110 per mile applied would be a starting budget number for Townships to use going forward.

If you have any questions or would like someone in attendance at your Board meeting, please feel free to contact me.

Sincerely,

Tim Nestle  
Superintendent

Encl.

**BIG RAPIDS CHARTER TOWNSHIP BOARD  
REGULAR MEETING TUESDAY, MARCH 3, 2020  
UNAPPROVED**

**Item "B"**

**CALL TO ORDER:** 7:00 p.m. Stanek, Saez, Currie, Bean, Everett, Geib, Merendino, present.  
All lead in the Pledge of Allegiance.

**PUBLIC COMMENT:** Brian Miller and James Taylor introduce themselves as running for Sheriff in the upcoming vacancy. Wendy Nystrom spoke on behalf of a drain commissioner.

**ADDITIONS TO AGENDA:** None.

**CORRESPONDENCE:** Ryan Pranger resignation noted and filed.

**APPROVAL OF:** February 4, meeting minutes: A motion to approve the February 4, 2020 meeting minutes was made by Everett. Seconded by Bean. Motion passed unanimously.

**FINANCIAL**

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

**APPROVAL OF BILLS:**

1. **Accounts Payable:** A motion to approve accounts payable in the amount of \$60,357.29 checks #31990-#32028 plus 4 EFTs was made by Currie. Seconded by Geib. Motion passed unanimously on a roll call vote.
2. **Payroll:** A motion to approve payroll in the amount of \$16,802.54 checks #11993-12032 was made by Bean. Seconded by Currie. Motion passed unanimously on a roll call vote.

**MONTHLY REPORTS:**

1. **Building Department:**
2. **Fire Department:**
3. **Sewer Department:**
4. **Water Department:**
5. **Cemetery committee:**
6. **Fire Committee:**
7. **Planning Commission annual report:**
8. **Supervisor:**
9. **Other**  
Approved as printed.

**UNFINISHED BUSINESS:**

1. **Mecosta Conservation District: Brook Baumann Agreement** to discuss budget increases at a later date to contribute to the MCD for Big Rapids Township Residents costs/usages associated with the program.
2. **Fire Truck Sale:** A motion was made by Geib to sell the fire truck through Phil Currie's Auction Site with a 10% commission for the best price bid. Seconded by Merendino. Motion passed unanimously on a roll call vote.

**NEW BUSINESS:**

1. **Cell Tower Presentation: Anthony Amine:** A motion was made by Bean for approval to move forward with the cell tower right of entry and testing agreement for parcel number 05023013250. Seconded by Merendino. Discussion of negotiating attorney fees to be included. Motion passed unanimously on a roll call vote.
  - a. **Right of Entry and Testing Agreement:**
  - b. **Easement Option Purchase Agreement:**
2. **Resolution 2020-1 Poverty Exemption:** A motion to adopt Resolution 2020-1 for Poverty Exemption Income Guidelines was made by Merendino. Seconded by Currie. Motion passed unanimously on a roll call vote.

**RESOLUTION NUMBER 2020-1**

**Township Board Resolution to Adopt Poverty Exemption Income Guidelines and Asset Test**

WHEREAS, the homestead of persons who, in the judgment of the supervisor and board of review, by reason of poverty, are unable to contribute to the public charges is eligible for exemption in whole or part from taxation under the General Property Tax Act; and

WHEREAS, the township board is required by Section 7u of the General Property Tax Act, Public Act 206 of 1893 (MCL 211.7u), to adopt guidelines for poverty exemptions;

NOW, THEREFORE, BE IT HEREBY RESOLVED, pursuant to MCL 211.7u, that Big Rapids Charter Township, Mecosta County, adopts the following guidelines for the supervisor and board of review to implement.

The guidelines shall include but not be limited to the specific income and asset levels of the claimant and all persons residing in the household, including any property tax credit returns, filed in the current or immediately preceding year.

To be eligible, a person shall do all the following on an annual basis:

- 1) Be an owner of and occupy as a homestead the property for which an exemption is requested.
- 2) File a claim with the supervisor or board of review, accompanied by federal and state income tax returns for all persons residing in the homestead, including any property tax credit returns filed in the immediately preceding year or in the current year.
- 3) Produce a valid drivers' license or other form of identification if requested.
- 4) Produce a deed, land contract, or other evidence of ownership of the property for which an exemption is requested if requested.
- 5) Meet the federal poverty income guidelines as defined and determined annually by the United States Office of Management and Budget .

BE IT ALSO RESOLVED that the board of review shall follow the above stated policy and federal guidelines in granting or denying an exemption, unless the board of review determines there are substantial and compelling reasons why there should be a deviation from the policy and federal guidelines and these are communicated in writing to the claimant.

The foregoing resolution offered by Board Member Merendino and supported by Board Members Currie.

Passed unanimously upon a roll call vote.

The Supervisor declared the resolution adopted.

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Clerk

I, Hannah Saez, the duly elected and acting Clerk of Big Rapids Charter Township, hereby certify that the foregoing resolution was adopted by the township board of said township at the regular meeting of said board held on March 3, 2020, at which meeting a quorum was present by a roll call vote of said members as hereinbefore set forth; that said resolution was ordered to take immediate effect.

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Hannah Saez, Clerk

3. **Brining of roads:** A motion to approve of two additional road brinings by the Mecosta County Road Commission in 2020 was made by Currie. Seconded by Bean. Motion passed unanimously on a roll call vote.

**PUBLIC COMMENT:** None.

**ADJOURNMENT:** 8:00p.m.

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 Hannah Saez, Big Rapids Charter Township Clerk, 14212 Northland Drive, Big Rapids, Mi 49307- call 231 796 3603 or fax request to 231 796 2533.

# Item "D"

04/02/2020 REVENUE AND EXPENDITURE REPORT FOR BIG RAPIDS TOWNSHIP  
 PERIOD ENDING 03/31/2020  
 % Fiscal Year Completed: 24.86

GL NUMBER	DESCRIPTION	2020		YTD BALANCE		ACTIVITY FOR		AVAILABLE	
		AMENDED BUDGET	NORMAL (ABNORMAL)	03/31/2020	NORMAL (ABNORMAL)	MONTH 03/31/2020	INCREASE (DECREASE)	BALANCE	% BDGT USED
<b>Fund 101 - GENERAL OPERATING FUND</b>									
<b>Revenues</b>									
Dept 000 - GENERAL									
101-000-402.000	Current Real Property Tax	190,500.00	168,166.62	69,225.29	22,333.38	88.28			
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	1,500.00	1,488.35	736.39	11.65	99.22			
101-000-447.000	Property Tax Admin Fee	55,000.00	17,387.26	7,015.20	37,612.74	31.61			
101-000-451.000	Business Licenses & Permits	19,000.00	4,467.78	0.00	14,532.22	23.51			
101-000-574.000	State Shared Revenue	370,000.00	130,926.00	0.00	239,074.00	35.39			
101-000-607.000	Ch. for Serv. (fees, zoning)	1,500.00	50.00	25.00	1,450.00	3.33			
101-000-610.000	School Parcel Fee	5,500.00	0.00	0.00	5,500.00	0.00			
101-000-632.000	Ch. for Serv. (sale cem. lots)	3,000.00	0.00	0.00	3,000.00	0.00			
101-000-634.000	Ch. for Serv. (grave op & cl)	12,000.00	850.00	200.00	11,150.00	7.08			
101-000-635.000	Chg For Serv Cem Foun & Misc	4,000.00	196.00	196.00	3,804.00	4.90			
101-000-640.000	Ch. for Serv. (lot splits)	500.00	0.00	0.00	500.00	0.00			
101-000-664.000	Int. & Div. on Earnings	14,000.00	1,674.28	0.00	12,325.72	11.96			
101-000-667.000	Rent&Exp Building Dept	7,200.00	1,800.00	0.00	5,400.00	25.00			
101-000-668.000	Sign Rental	4,000.00	4,000.00	0.00	0.00	100.00			
101-000-675.020	Cemetery Annuity - Division of Assets	52,500.00	0.00	0.00	52,500.00	0.00			
101-000-676.000	Reimbursements	0.00	10.00	0.00	(10.00)	100.00			
101-000-687.000	REFUNDS	300.00	0.00	0.00	300.00	0.00			
101-000-697.000	Transfer from other Fund	50,000.00	0.00	0.00	50,000.00	0.00			
<b>Total Dept 000 - GENERAL</b>		<b>792,500.00</b>	<b>331,016.29</b>	<b>77,397.88</b>	<b>461,483.71</b>	<b>41.77</b>			
<b>TOTAL REVENUES</b>		<b>792,500.00</b>	<b>331,016.29</b>	<b>77,397.88</b>	<b>461,483.71</b>	<b>41.77</b>			
<b>Expenditures</b>									
Dept 101 - TOWNSHIP BOARD									
101-101-702.000	Salary & Wages	7,000.00	1,166.65	583.33	5,833.35	16.67			
101-101-702.020	Salary & Wages Clerical Help	16,000.00	2,476.80	1,152.00	13,523.20	15.48			
101-101-702.090	Salary & Wages Census	2,000.00	0.00	0.00	2,000.00	0.00			
101-101-710.000	Twp. Share Medicare Withholding	365.00	52.83	25.18	312.17	14.47			
101-101-715.000	Twp. Share Soc. Sec. Withholding	1,550.00	225.88	107.58	1,324.12	14.57			
101-101-715.015	Retirement	1,155.00	157.50	78.75	997.50	13.64			
101-101-727.000	Office Supplies	800.00	0.00	0.00	800.00	0.00			
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	1,402.96	415.23	26,597.04	5.01			

GL NUMBER	DESCRIPTION	2020		YTD BALANCE		ACTIVITY FOR		AVAILABLE		
		AMENDED BUDGET	03/31/2020	NORMAL (ABNORMAL)	03/31/2020	MONTH 03/31/2020	NORMAL (ABNORMAL)	BALANCE	% BDGT USED	
101-101-850.000	Communication	3,400.00	1,008.57		472.59		2,391.43	29.66		
101-101-860.000	Transportation	600.00	0.00		0.00		600.00	0.00		
101-101-860.100	Transportation - Census	300.00	0.00		0.00		300.00	0.00		
101-101-880.000	Community Promotion	600.00	63.70		63.70		536.30	10.62		
101-101-881.000	FALL CLEAN-UP	8,000.00	0.00		0.00		8,000.00	0.00		
101-101-900.000	Printing & Publishing	1,800.00	520.10		70.95		1,279.90	28.89		
101-101-956.000	Miscellaneous	100.00	0.00		0.00		100.00	0.00		
101-101-958.000	Membership & Dues	3,450.00	0.00		0.00		3,450.00	0.00		
101-101-960.000	Education	2,500.00	0.00		0.00		2,500.00	0.00		
101-101-965.000	Insurance & Bonds	9,000.00	140.64		0.00		8,859.36	1.56		
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	87,820.00	7,215.63		2,969.31		80,604.37	8.22		
Dept 171 - SUPERVISOR										
101-171-702.000	Salary & Wages	25,000.00	4,166.66		2,083.33		20,833.34	16.67		
101-171-702.010	Salary & Wages Deputy	2,000.00	1,216.80		835.20		783.20	60.84		
101-171-702.040	Salary & Wages Cemetery	5,000.00	833.34		416.67		4,166.66	16.67		
101-171-702.300	Health Insurance Buyout	1,800.00	300.00		150.00		1,500.00	16.67		
101-171-710.000	Twp. Share Medicare Withholding	500.00	94.49		50.53		405.51	18.90		
101-171-715.000	Twp. Share Soc. Sec. Withholdg	2,100.00	404.04		216.08		1,695.96	19.24		
101-171-715.015	Retirement	5,250.00	874.50		437.25		4,375.50	16.66		
101-171-720.000	Medical Reimbursement	1,500.00	(125.00)		0.00		1,625.00	(8.33)		
101-171-727.000	Office Supplies	50.00	145.79		0.00		(95.79)	291.58		
101-171-740.000	Operating Supplies	50.00	0.00		0.00		50.00	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	0.00		0.00		360.00	0.00		
101-171-860.000	Transportation	450.00	0.00		0.00		450.00	0.00		
101-171-960.000	Education	1,250.00	353.00		353.00		897.00	28.24		
101-171-975.000	Capital Outlay under \$10,000	500.00	0.00		0.00		500.00	0.00		
	Total Dept 171 - SUPERVISOR	46,210.00	8,263.62		4,542.06		37,946.38	17.88		
Dept 215 - CLERK										
101-215-702.000	Salary & Wages	31,500.00	5,250.00		2,625.00		26,250.00	16.67		
101-215-702.010	Salary & Wages Deputy	3,700.00	766.80		302.40		2,933.20	20.72		
101-215-702.040	Salary & Wages Cemetery	7,700.00	1,283.34		641.67		6,416.66	16.67		
101-215-702.300	Health Insurance Buyout	1,800.00	0.00		0.00		1,800.00	0.00		
101-215-710.000	Twp. Share Medicare Withholding	650.00	105.85		51.75		544.15	16.28		
101-215-714.000	Health Insurance	0.00	1,306.46		0.00		(1,306.46)	100.00		
101-215-715.000	Twp. Share Soc. Sec. Withholdg	2,775.00	452.61		221.29		2,322.39	16.31		
101-215-715.015	Retirement	6,765.00	1,078.00		539.00		5,687.00	15.93		
101-215-720.000	Medical Reimbursement	1,500.00	(125.00)		0.00		1,625.00	(8.33)		
101-215-727.000	Office Supplies	700.00	176.63		0.00		523.37	25.23		
101-215-740.000	Operating Supplies	300.00	200.36		189.36		99.64	66.79		
101-215-801.000	Professional Services	2,600.00	878.00		0.00		1,722.00	33.77		

GL NUMBER	DESCRIPTION	2020		YTD BALANCE		ACTIVITY FOR		AVAILABLE	
		AMENDED BUDGET	03/31/2020	03/31/2020	MONTH 03/31/2020	BALANCE	% BDGT		
		NORMAL (ABNORMAL)	INCREASE (DECREASE)	NORMAL (ABNORMAL)	INCREASE (DECREASE)	NORMAL (ABNORMAL)	USED		
101-215-850.000	Cell Phone Reimbursement	360.00	0.00	0.00	0.00	360.00	0.00		
101-215-960.000	Education	1,000.00	297.85	0.00	0.00	702.15	29.79		
101-215-975.000	Capital Outlay under \$10,000	500.00	0.00	0.00	0.00	500.00	0.00		
<b>Total Dept 215 - CLERK</b>		<b>61,850.00</b>	<b>11,670.90</b>	<b>0.00</b>	<b>4,570.47</b>	<b>50,179.10</b>	<b>18.87</b>		
<b>Dept 247 - BOARD OF REVIEW</b>									
101-247-702.000	Salary & Wages	900.00	0.00	0.00	0.00	900.00	0.00		
101-247-710.000	Twp. Share Medicare Withholding	15.00	0.00	0.00	0.00	15.00	0.00		
101-247-715.000	Twp. Share Soc. Sec. Withholdg	60.00	0.00	0.00	0.00	60.00	0.00		
101-247-900.000	Printing & Publishing	75.00	0.00	0.00	0.00	75.00	0.00		
101-247-960.000	Education	500.00	0.00	0.00	0.00	500.00	0.00		
<b>Total Dept 247 - BOARD OF REVIEW</b>		<b>1,550.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>1,550.00</b>	<b>0.00</b>		
<b>Dept 253 - TREASURER</b>									
101-253-702.000	Salary & Wages	31,200.00	5,200.00	2,600.00	2,600.00	26,000.00	16.67		
101-253-702.010	Salary & Wages Deputy	3,850.00	471.60	223.20	223.20	3,378.40	12.25		
101-253-710.000	Twp. Share Medicare Withholding	510.00	82.23	40.93	40.93	427.77	16.12		
101-253-714.000	Health Insurance	6,400.00	1,045.18	522.59	522.59	5,354.82	16.33		
101-253-715.000	Twp. Share Soc. Sec. Withholdg	2,175.00	351.65	175.05	175.05	1,823.35	16.17		
101-253-715.015	Retirement	5,180.00	858.00	429.00	429.00	4,322.00	16.56		
101-253-720.000	Medical Reimbursement	1,195.00	0.00	0.00	0.00	1,195.00	0.00		
101-253-727.000	Office Supplies	1,250.00	31.00	0.00	0.00	1,219.00	2.48		
101-253-740.000	Operating Supplies	450.00	0.00	0.00	0.00	450.00	0.00		
101-253-801.000	Professional Services	4,750.00	691.00	0.00	0.00	4,059.00	14.55		
101-253-975.000	Capital Outlay under \$10,000	2,000.00	0.00	0.00	0.00	2,000.00	0.00		
<b>Total Dept 253 - TREASURER</b>		<b>58,960.00</b>	<b>8,730.66</b>	<b>3,990.77</b>	<b>3,990.77</b>	<b>50,229.34</b>	<b>14.81</b>		
<b>Dept 257 - ASSESSOR</b>									
101-257-740.000	Operating Supplies	200.00	31.00	0.00	0.00	169.00	15.50		
101-257-801.000	Professional Services	4,500.00	1,241.55	490.01	490.01	3,258.45	27.59		
101-257-801.005	Contractual Assessor	40,000.00	9,995.99	3,033.33	3,033.33	30,004.01	24.99		
101-257-801.006	Tax Tribunal Appeals	1,000.00	0.00	0.00	0.00	1,000.00	0.00		
<b>Total Dept 257 - ASSESSOR</b>		<b>45,700.00</b>	<b>11,268.54</b>	<b>3,523.34</b>	<b>3,523.34</b>	<b>34,431.46</b>	<b>24.66</b>		
<b>Dept 262 - ELECTIONS</b>									
101-262-702.000	SALARY AND WAGES	6,750.00	0.00	0.00	0.00	6,750.00	0.00		
101-262-710.000	Twp. Share Medicare Withholding	100.00	0.00	0.00	0.00	100.00	0.00		
101-262-715.000	Twp. Share Soc. Sec. Withholding	420.00	0.00	0.00	0.00	420.00	0.00		
101-262-727.000	SUPPLIES	950.00	531.30	0.00	0.00	418.70	55.93		
101-262-740.000	Operating Supplies	1,750.00	412.23	75.00	75.00	1,337.77	23.56		
101-262-801.000	Professional Services	1,750.00	0.00	0.00	0.00	1,750.00	0.00		
101-262-860.000	MILEAGE	150.00	0.00	0.00	0.00	150.00	0.00		
101-262-900.000	Printing & Publishing	500.00	25.00	0.00	0.00	475.00	5.00		
101-262-960.000	Education	500.00	0.00	0.00	0.00	500.00	0.00		

GL NUMBER	DESCRIPTION	2020		YTD BALANCE		ACTIVITY FOR		AVAILABLE	
		AMENDED BUDGET	03/31/2020	NORMAL (ABNORMAL)	03/31/2020	MONTH 03/31/2020	NORMAL (ABNORMAL)	BALANCE	% BDGT USED
101-262-975.000	Capital Outlay under \$10,000	2,000.00	1,798.00		0.00		202.00	89.90	
Total Dept 262 - ELECTIONS		14,870.00	2,766.53		75.00		12,103.47	18.60	
Dept 265 - TOWNSHIP HALL & GROUNDS									
101-265-702.000	Salary & Wages	2,200.00	0.00		0.00		2,200.00	0.00	
101-265-702.200	Salary & Wages Snowplowing	400.00	0.00		0.00		400.00	0.00	
101-265-710.000	Twp. Share Medicare Withholding	40.00	0.00		0.00		40.00	0.00	
101-265-715.000	Twp. Share Soc. Sec. Withholdg	165.00	0.00		0.00		165.00	0.00	
101-265-715.015	Retirement	365.00	0.00		0.00		365.00	0.00	
101-265-740.000	Operating Supplies	200.00	216.14		0.00		(16.14)	108.07	
101-265-775.000	Repair & Maintenance Supplies	500.00	7.62		7.62		492.38	1.52	
101-265-801.000	Professional Services	500.00	0.00		0.00		500.00	0.00	
101-265-920.000	Public Utilities	4,000.00	846.26		294.52		3,153.74	21.16	
101-265-930.000	Repair & Maintenance	3,000.00	765.15		162.05		2,234.85	25.51	
101-265-932.000	Grounds maintenance	600.00	0.00		0.00		600.00	0.00	
101-265-933.000	Snowplowing	0.00	800.00		320.00		(800.00)	100.00	
101-265-956.000	Miscellaneous	100.00	0.00		0.00		100.00	0.00	
101-265-978.000	Capital Outlay \$10,000 and above	6,000.00	0.00		0.00		6,000.00	0.00	
Total Dept 265 - TOWNSHIP HALL & GROUNDS		18,070.00	2,635.17		784.19		15,434.83	14.58	
Dept 276 - TOWNSHIP CEMETERIES									
101-276-702.000	Salary & Wages	8,000.00	0.00		0.00		8,000.00	0.00	
101-276-702.015	Salary & Wages Management	23,000.00	0.00		0.00		23,000.00	0.00	
101-276-702.016	Salary & Wages Clerical Management	8,500.00	0.00		0.00		8,500.00	0.00	
101-276-702.100	SALARY & WAGES: UNEMPLOYMENT	3,600.00	0.00		0.00		3,600.00	0.00	
101-276-702.200	Salary & Wages Snowplowing	400.00	0.00		0.00		400.00	0.00	
101-276-710.000	Twp. Share Medicare Withholding	580.00	0.00		0.00		580.00	0.00	
101-276-714.000	Health Insurance	8,000.00	653.23		653.23		7,346.77	8.17	
101-276-715.000	Twp. Share Soc. Sec. Withholdg	2,480.00	0.00		0.00		2,480.00	0.00	
101-276-715.015	Retirement	5,250.00	0.00		0.00		5,250.00	0.00	
101-276-720.000	Medical Reimbursement	1,500.00	0.00		0.00		1,500.00	0.00	
101-276-727.000	Office Supplies	300.00	0.00		0.00		300.00	0.00	
101-276-740.000	Operating Supplies	4,000.00	30.07		30.07		3,969.93	0.75	
101-276-801.000	Professional Services	2,500.00	0.00		0.00		2,500.00	0.00	
101-276-801.010	MANPOWER	7,000.00	0.00		0.00		7,000.00	0.00	
101-276-801.020	PROF. SERVICES GRAVE OPENING/CLOSING	10,000.00	0.00		0.00		10,000.00	0.00	
101-276-850.000	Communication	1,350.00	349.94		119.98		1,000.06	25.92	
101-276-850.100	Cell Phone	360.00	0.00		0.00		360.00	0.00	
101-276-860.000	Transportation	200.00	0.00		0.00		200.00	0.00	
101-276-900.000	Printing & Publishing	200.00	0.00		0.00		200.00	0.00	
101-276-920.000	Public Utilities	2,500.00	639.32		222.64		1,860.68	25.57	
101-276-930.000	Repair & Maintenance	9,000.00	0.00		0.00		9,000.00	0.00	
101-276-933.000	Snowplowing	0.00	30.00		0.00		(30.00)	100.00	
101-276-960.000	Education	500.00	0.00		0.00		500.00	0.00	



GL NUMBER	DESCRIPTION	2020		YTD BALANCE		ACTIVITY FOR		AVAILABLE	
		AMENDED BUDGET	03/31/2020	NORMAL (ABNORMAL)	03/31/2020	MONTH 03/31/2020	NORMAL (ABNORMAL)	BALANCE	% BDGT USED
101-276-965.000	Insurance & Bonds	3,000.00	191.16		0.00		2,808.84	6.37	
101-276-971.000	Re Purchase Cemetery Lots	400.00	0.00		0.00		400.00	0.00	
101-276-975.000	Capital Outlay under \$10,000	4,000.00	0.00		0.00		4,000.00	0.00	
101-276-978.000	Capital Outlay \$10,000 and above	15,000.00	0.00		0.00		15,000.00	0.00	
	Total Dept 276 - TOWNSHIP CEMETERIES	121,620.00	1,893.72		1,025.92		119,726.28	1.56	
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	180,000.00	0.00		0.00		180,000.00	0.00	
	Total Dept 446 - HIGHWAYS & STREETS	182,000.00	0.00		0.00		182,000.00	0.00	
Dept 448 - STREET LIGHTS									
101-448-920.000	Public Utilities	9,000.00	1,510.43		768.20		7,489.57	16.78	
	Total Dept 448 - STREET LIGHTS	9,000.00	1,510.43		768.20		7,489.57	16.78	
Dept 450 - IND. PARK INFRASTRUCTURE									
101-450-990.100	Ind. Park Infrastructure	53,150.00	0.00		0.00		53,150.00	0.00	
	Total Dept 450 - IND. PARK INFRASTRUCTURE	53,150.00	0.00		0.00		53,150.00	0.00	
Dept 721 - PLANNING COMMISSION									
101-721-702.000	SALARY AND WAGES	5,000.00	707.40		334.80		4,292.60	14.15	
101-721-702.030	Salary & Wages Per Diems	4,500.00	500.00		250.00		4,000.00	11.11	
101-721-710.000	Twp. Share Medicare Withholding	140.00	17.51		8.46		122.49	12.51	
101-721-715.000	Twp. Share Soc. Sec. Withholding	590.00	74.86		36.26		515.14	12.69	
101-721-740.000	Operating Supplies	200.00	7.35		0.00		192.65	3.68	
101-721-801.000	Professional Services	6,500.00	250.20		250.20		6,249.80	3.85	
101-721-860.000	MILEAGE	300.00	21.85		0.00		278.15	7.28	
101-721-900.000	Printing & Publishing	500.00	32.25		0.00		467.75	6.45	
101-721-960.000	Education	2,000.00	275.00		0.00		1,725.00	13.75	
	Total Dept 721 - PLANNING COMMISSION	19,730.00	1,886.42		879.72		17,843.58	9.56	
Dept 728 - ECONOMIC-INDUSTRIAL DEVELOPMT									
101-728-801.000	Professional Services	100.00	0.00		0.00		100.00	0.00	
101-728-880.000	Community Promotion	4,000.00	0.00		0.00		4,000.00	0.00	
101-728-930.000	Repair & Maintenance	300.00	0.00		0.00		300.00	0.00	
	Total Dept 728 - ECONOMIC-INDUSTRIAL DEVELOPMT	4,400.00	0.00		0.00		4,400.00	0.00	
Dept 751 - PARKS & RECREATION									
101-751-702.000	Salary & Wages	600.00	0.00		0.00		600.00	0.00	
101-751-702.015	Salary & Wages Mangement	1,000.00	0.00		0.00		1,000.00	0.00	
101-751-702.070	Park Supvr	2,650.00	0.00		0.00		2,650.00	0.00	
101-751-710.000	Twp. Share Medicare Withholding	65.00	0.00		0.00		65.00	0.00	
101-751-715.000	Twp. Share Soc. Sec. Withholdg	265.00	0.00		0.00		265.00	0.00	
	Total Dept 751 - PARKS & RECREATION	4,580.00	0.00		0.00		4,580.00	0.00	

GL NUMBER	DESCRIPTION	2020		YTD BALANCE		ACTIVITY FOR		AVAILABLE		
		AMENDED BUDGET	03/31/2020	NORMAL (ABNORMAL)	03/31/2020	MONTH 03/31/2020	INCREASE (DECREASE)	NORMAL (ABNORMAL)	BALANCE	% BDGT USED
101-751-740.000	Operating Supplies	300.00	30.08		30.08				269.92	10.03
101-751-801.000	Professional Services	1,000.00	0.00		0.00				1,000.00	0.00
101-751-900.000	Printing & Publishing	100.00	0.00		0.00				100.00	0.00
101-751-920.000	Public Utilities	325.00	50.72		25.36				274.28	15.61
101-751-930.000	Repair & Maintenance	1,200.00	0.00		0.00				1,200.00	0.00
Total Dept 751 - PARKS & RECREATION		7,605.00	80.80		55.44				7,524.20	1.06
TOTAL EXPENDITURES		732,535.00	57,922.42		23,184.42				674,612.58	7.91
Fund 101 - GENERAL OPERATING FUND:										
TOTAL REVENUES		792,500.00	331,016.29		77,397.88				461,483.71	41.77
TOTAL EXPENDITURES		732,535.00	57,922.42		23,184.42				674,612.58	7.91
NET OF REVENUES & EXPENDITURES		59,965.00	273,093.87		54,213.46				(213,128.87)	455.42
Fund 203 - PERRY STREET CORRIDOR SIDEWALK										
Revenues										
Dept 000 - GENERAL										
203-000-665.000	SPECIAL ASSESSMENT INTEREST	3,000.00	2,826.82		1,799.95				173.18	94.23
203-000-672.000	Special Assessment Principle	50,000.00	47,113.67		29,999.15				2,886.33	94.23
Total Dept 000 - GENERAL		53,000.00	49,940.49		31,799.10				3,059.51	94.23
TOTAL REVENUES		53,000.00	49,940.49		31,799.10				3,059.51	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)	3,000.00	0.00		0.00				3,000.00	0.00
Total Dept 444 - SIDEWALKS		53,000.00	0.00		0.00				53,000.00	0.00
TOTAL EXPENDITURES		53,000.00	0.00		0.00				53,000.00	0.00
Fund 203 - PERRY STREET CORRIDOR SIDEWALK:										
TOTAL REVENUES		53,000.00	49,940.49		31,799.10				3,059.51	94.23
TOTAL EXPENDITURES		53,000.00	0.00		0.00				53,000.00	0.00
NET OF REVENUES & EXPENDITURES		0.00	49,940.49		31,799.10				(49,940.49)	100.00
Fund 204 - MUNICIPAL STREET FUND										
Revenues										
Dept 000 - GENERAL										
204-000-405.000	B.R.T. Road Millage	228,000.00	201,801.18		83,070.88				26,198.82	88.51
Total Dept 000 - GENERAL		228,000.00	201,801.18		83,070.88				26,198.82	88.51

GL NUMBER	DESCRIPTION	2020		YTD BALANCE		ACTIVITY FOR		AVAILABLE	
		AMENDED BUDGET	03/31/2020	NORMAL (ABNORMAL)	03/31/2020	MONTH 03/31/2020	INCREASE (DECREASE)	NORMAL (ABNORMAL)	BALANCE
TOTAL REVENUES		228,000.00	201,801.18		83,070.88		26,198.82		88.51
Expenditures									
Dept 446 - HIGHWAYS & STREETS									
204-446-805.000	Contractual Services	228,000.00	0.00		0.00		228,000.00		0.00
Total Dept 446 - HIGHWAYS & STREETS		228,000.00	0.00		0.00		228,000.00		0.00
TOTAL EXPENDITURES									
Fund 204 - MUNICIPAL STREET FUND:		228,000.00	0.00		0.00		228,000.00		0.00
TOTAL REVENUES									
TOTAL EXPENDITURES		228,000.00	201,801.18		83,070.88		26,198.82		88.51
NET OF REVENUES & EXPENDITURES		0.00	0.00		0.00		228,000.00		0.00
			201,801.18		83,070.88		(201,801.18)		100.00
Fund 206 - FIRE FUND									
Revenues									
Dept 000 - GENERAL									
206-000-403.000	Current Real Property Tax	228,000.00	201,801.18		83,070.88		26,198.82		88.51
206-000-582.000	Contribution Mecosta Co. F.R.	15,000.00	7,172.70		1,257.32		7,827.30		47.82
206-000-664.000	Int. & Div. on Earnings	500.00	341.47		0.00		158.53		68.29
Total Dept 000 - GENERAL		243,500.00	209,315.35		84,328.20		34,184.65		85.96
TOTAL REVENUES									
		243,500.00	209,315.35		84,328.20		34,184.65		85.96
Expenditures									
Dept 336 - FIRE DEPARTMENT									
206-336-702.000	Salary & Wages	48,000.00	7,999.86		3,999.90		40,000.14		16.67
206-336-702.025	Salary & Wages Reports	1,200.00	177.00		66.00		1,023.00		14.75
206-336-702.030	Salary & Wages Preincident Surveys	3,000.00	300.00		0.00		2,700.00		10.00
206-336-702.050	Salary & Wages First Responder	20,000.00	3,333.06		1,666.50		16,666.94		16.67
206-336-702.080	Chief Salary & Wages	12,500.00	2,083.34		1,041.67		10,416.66		16.67
206-336-702.085	Ass't Chiefs Salary & Wages	10,000.00	1,666.66		833.33		8,333.34		16.67
206-336-702.200	Salary & Wages Snowplowing	500.00	0.00		0.00		500.00		0.00
206-336-710.000	Twp. Share Medicare Withholding	1,380.00	225.61		110.31		1,154.39		16.35
206-336-715.000	Twp. Share Soc. Sec. Withholdg	5,880.00	964.71		471.66		4,915.29		16.41
206-336-715.015	Retirement	70.00	0.00		0.00		70.00		0.00
206-336-727.000	Office Supplies	800.00	0.00		0.00		800.00		0.00
206-336-740.000	Operating Supplies	15,500.00	1,983.46		1,318.45		13,516.54		12.80
206-336-801.000	Professional Services	2,000.00	121.00		121.00		1,879.00		6.05
206-336-850.000	Communication	2,500.00	753.95		257.51		1,746.05		30.16

GL NUMBER	DESCRIPTION	2020		YTD BALANCE		ACTIVITY FOR		AVAILABLE	
		AMENDED BUDGET	03/31/2020	NORMAL (ABNORMAL)	03/31/2020	INCREASE (DECREASE)	NORMAL (ABNORMAL)	BALANCE	% BDGT USED
206-336-860.000	Transportation	100.00	0.00	0.00	0.00	0.00	100.00	0.00	0.00
206-336-880.000	Community Promotion	750.00	0.00	0.00	0.00	0.00	750.00	0.00	0.00
206-336-900.000	Printing & Publishing	100.00	0.00	0.00	0.00	0.00	100.00	0.00	0.00
206-336-920.000	Public Utilities	11,200.00	2,448.85	943.10	943.10	21.86	8,751.15	21.86	16.55
206-336-930.000	Repair & Maintenance	20,000.00	3,309.74	759.73	759.73	16.55	16,690.26	16.55	100.00
206-336-933.000	Snowplowing	0.00	800.00	320.00	320.00	0.00	(800.00)	100.00	0.00
206-336-935.000	Bldg. & Grounds Repair & Maintenance	2,000.00	0.00	0.00	0.00	0.00	2,000.00	0.00	0.00
206-336-958.000	Membership & Dues	300.00	0.00	0.00	0.00	0.00	300.00	0.00	0.00
206-336-960.000	Education	2,700.00	1,864.29	1,794.29	1,794.29	69.05	835.71	69.05	3.18
206-336-965.000	Insurance & Bonds	29,000.00	923.50	0.00	0.00	0.00	28,076.50	0.00	0.00
206-336-975.000	Capital Outlay under \$10,000	15,000.00	0.00	0.00	0.00	0.00	15,000.00	0.00	0.00
206-336-994.000	Contract Payment Principal	25,000.00	0.00	0.00	0.00	0.00	25,000.00	0.00	0.00
Total Dept 336 - FIRE DEPARTMENT		229,480.00	28,955.03	13,703.45	13,703.45	12.62	200,524.97	12.62	
TOTAL EXPENDITURES		229,480.00	28,955.03	13,703.45	13,703.45	12.62	200,524.97	12.62	
Fund 206 - FIRE FUND:									
TOTAL REVENUES		243,500.00	209,315.35	84,328.20	84,328.20	85.96	34,184.65	85.96	
TOTAL EXPENDITURES		229,480.00	28,955.03	13,703.45	13,703.45	12.62	200,524.97	12.62	
NET OF REVENUES & EXPENDITURES		14,020.00	180,360.32	70,624.75	70,624.75	1,286.45	(166,340.32)	1,286.45	

Fund 212 - LIQUOR LAW ENFORCEMENT FUND

Revenues									
Dept 000 - GENERAL									
212-000-574.000	State Shared Revenue	5,600.00	0.00	0.00	0.00	0.00	5,600.00	0.00	0.00
Total Dept 000 - GENERAL		5,600.00	0.00	0.00	0.00	0.00	5,600.00	0.00	0.00
TOTAL REVENUES		5,600.00	0.00	0.00	0.00	0.00	5,600.00	0.00	0.00
Expenditures									
Dept 330 - LIQUOR LAW ENFORCEMENT									
212-330-801.000	Professional Services	5,600.00	0.00	0.00	0.00	0.00	5,600.00	0.00	0.00
Total Dept 330 - LIQUOR LAW ENFORCEMENT		5,600.00	0.00	0.00	0.00	0.00	5,600.00	0.00	0.00
TOTAL EXPENDITURES		5,600.00	0.00	0.00	0.00	0.00	5,600.00	0.00	0.00
Fund 212 - LIQUOR LAW ENFORCEMENT FUND:									
TOTAL REVENUES		5,600.00	0.00	0.00	0.00	0.00	5,600.00	0.00	0.00
TOTAL EXPENDITURES		5,600.00	0.00	0.00	0.00	0.00	5,600.00	0.00	0.00
NET OF REVENUES & EXPENDITURES		0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00

Fund 249 - BUILDING INSPECTION FUND

GL NUMBER	DESCRIPTION	2020		YTD BALANCE 03/31/2020 NORMAL (ABNORMAL)	ACTIVITY FOR MONTH 03/31/2020 INCREASE (DECREASE)	AVAILABLE BALANCE NORMAL (ABNORMAL)	% BDGT USED
		AMENDED BUDGET					
<b>Revenues</b>							
Dept 000 - GENERAL							
249-000-608.000	Ch. for Serv.Fees/Bldg,Permits	55,000.00		10,296.00	3,587.00	44,704.00	18.72
249-000-699.100	Advance from Fund Balance	5,500.00		0.00	0.00	5,500.00	0.00
Total Dept 000 - GENERAL		60,500.00		10,296.00	3,587.00	50,204.00	17.02
<b>TOTAL REVENUES</b>		60,500.00		10,296.00	3,587.00	50,204.00	17.02
<b>Expenditures</b>							
Dept 371 - BUILDING INSPECTION DEPARTMENT							
249-371-702.000	Salary & Wages	10,000.00		1,423.24	728.00	8,576.76	14.23
249-371-702.020	Salary & Wages Clerical Help	18,800.00		2,829.60	1,339.20	15,970.40	15.05
249-371-703.000	Salary & Wages Electrical Insp	4,500.00		774.30	234.90	3,725.70	17.21
249-371-704.000	Salary & Wages Plbg-Mech Insp	7,600.00		1,366.00	765.20	6,234.00	17.97
249-371-705.000	SAL & WAGES SITE PLAN REVIEW	3,000.00		700.00	300.00	2,300.00	23.33
249-371-710.000	Twp. Share Medicare Withholding	640.00		102.86	48.84	537.14	16.07
249-371-715.000	Twp. Share Soc. Sec. Withholdg	2,730.00		439.77	208.77	2,290.23	16.11
249-371-727.000	Office Supplies	200.00		0.00	0.00	200.00	0.00
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		30.00	15.00	510.00	5.56
249-371-860.000	Transportation	2,000.00		217.92	102.92	1,782.08	10.90
249-371-900.000	Printing & Publishing	150.00		0.00	0.00	150.00	0.00
249-371-940.000	Rent & Expenses	7,500.00		0.00	0.00	7,500.00	0.00
249-371-958.000	Membership & Dues	200.00		0.00	0.00	200.00	0.00
249-371-960.000	Education	1,500.00		80.00	80.00	1,420.00	5.33
249-371-975.000	Capital Outlay under \$10,000	0.00		919.00	0.00	(919.00)	100.00
Total Dept 371 - BUILDING INSPECTION DEPARTMENT		60,060.00		8,882.69	3,822.83	51,177.31	14.79
<b>TOTAL EXPENDITURES</b>		60,060.00		8,882.69	3,822.83	51,177.31	14.79
<b>Fund 249 - BUILDING INSPECTION FUND:</b>							
<b>TOTAL REVENUES</b>		60,500.00		10,296.00	3,587.00	50,204.00	17.02
<b>TOTAL EXPENDITURES</b>		60,060.00		8,882.69	3,822.83	51,177.31	14.79
<b>NET OF REVENUES &amp; EXPENDITURES</b>		440.00		1,413.31	(235.83)	(973.31)	321.21
<b>Fund 271 - LIBRARY FUND</b>							
<b>Revenues</b>							
Dept 000 - GENERAL							
271-000-402.000	Current Real Property Tax	30,400.00		26,902.01	11,074.72	3,497.99	88.49
Total Dept 000 - GENERAL		30,400.00		26,902.01	11,074.72	3,497.99	88.49

GL NUMBER	DESCRIPTION	2020		YTD BALANCE		ACTIVITY FOR		AVAILABLE	
		AMENDED BUDGET	NORMAL (ABNORMAL)	03/31/2020	NORMAL (ABNORMAL)	MONTH 03/31/2020	INCREASE (DECREASE)	BALANCE	% BDGT
<b>TOTAL REVENUES</b>									
		30,400.00		26,902.01		11,074.72		3,497.99	88.49
Expenditures									
Dept 790 - LIBRARY									
271-790-991.010	Contract Payment BIG RAPIDS PUB LIB	27,968.00		0.00		0.00		27,968.00	0.00
271-790-991.020	CONTRACT PAYMENT WALTON ERICKSON LIB	2,432.00		0.00		0.00		2,432.00	0.00
	Total Dept 790 - LIBRARY	30,400.00		0.00		0.00		30,400.00	0.00
<b>TOTAL EXPENDITURES</b>									
		30,400.00		0.00		0.00		30,400.00	0.00
Fund 271 - LIBRARY FUND:									
<b>TOTAL REVENUES</b>									
		30,400.00		26,902.01		11,074.72		3,497.99	88.49
<b>TOTAL EXPENDITURES</b>									
		30,400.00		0.00		0.00		30,400.00	0.00
	<b>NET OF REVENUES &amp; EXPENDITURES</b>	0.00		26,902.01		11,074.72		(26,902.01)	100.00
Fund 401 - CEMETERY ENTRANCE BUILDING									
Revenues									
Dept 000 - GENERAL									
401-000-674.000	CONTRIBUTIONS AND DONATIONS	25,000.00		1,505.00		1,305.00		23,495.00	6.02
401-000-699.000	Transfers From Other Funds	15,000.00		0.00		0.00		15,000.00	0.00
401-000-699.100	Advance from Fund Balance	33,500.00		0.00		0.00		33,500.00	0.00
	Total Dept 000 - GENERAL	73,500.00		1,505.00		1,305.00		71,995.00	2.05
<b>TOTAL REVENUES</b>									
		73,500.00		1,505.00		1,305.00		71,995.00	2.05
Expenditures									
Dept 567 - CEMETERY									
401-567-978.000	Capital Outlay \$10,000 and above	73,500.00		0.00		0.00		73,500.00	0.00
	Total Dept 567 - CEMETERY	73,500.00		0.00		0.00		73,500.00	0.00
<b>TOTAL EXPENDITURES</b>									
		73,500.00		0.00		0.00		73,500.00	0.00
Fund 401 - CEMETERY ENTRANCE BUILDING:									
<b>TOTAL REVENUES</b>									
		73,500.00		1,505.00		1,305.00		71,995.00	2.05
<b>TOTAL EXPENDITURES</b>									
		73,500.00		0.00		0.00		73,500.00	0.00
	<b>NET OF REVENUES &amp; EXPENDITURES</b>	0.00		1,505.00		1,305.00		(1,505.00)	100.00
Fund 590 - SEWER FUND									
Revenues									

GL NUMBER	DESCRIPTION	2020		YTD BALANCE		ACTIVITY FOR		AVAILABLE	
		AMENDED BUDGET	NORMAL (ABNORMAL)	03/31/2020	NORMAL (ABNORMAL)	MONTH 03/31/2020	INCREASE (DECREASE)	BALANCE	% BDGT USED
<b>Dept 000 - GENERAL</b>									
590-000-539.010	SAW GRANT	0.00	11,075.09	0.00	0.00	0.00	0.00	(11,075.09)	100.00
590-000-625.000	TAP IN FEES	5,000.00	0.00	0.00	0.00	0.00	0.00	5,000.00	0.00
590-000-626.000	Charg. for Serv. (utilities)	595,000.00	134,973.93	134,973.93	45,526.92	45,526.92	45,526.92	460,026.07	22.68
590-000-627.000	Penalty on Delinquent Utility Bills	7,500.00	2,011.75	2,011.75	363.58	363.58	363.58	5,488.25	26.82
590-000-664.000	Int. & Div. on Earnings	15,000.00	3,842.89	3,842.89	0.00	0.00	0.00	11,157.11	25.62
590-000-676.000	Reimbursements	0.00	8,661.00	8,661.00	0.00	0.00	0.00	(8,661.00)	100.00
590-000-699.100	Advance from Fund Balance	220,000.00	0.00	0.00	0.00	0.00	0.00	220,000.00	0.00
Total Dept 000 - GENERAL		842,500.00	160,564.66	160,564.66	45,890.50	45,890.50	45,890.50	681,935.34	19.06
<b>TOTAL REVENUES</b>									
		842,500.00	160,564.66	160,564.66	45,890.50	45,890.50	45,890.50	681,935.34	19.06
<b>Expenditures</b>									
<b>Dept 521 - SEWER FUND</b>									
590-521-702.000	Salary & Wages	8,000.00	1,333.34	1,333.34	666.67	666.67	666.67	6,666.66	16.67
590-521-702.200	Salary & Wages Snowplowing	500.00	0.00	0.00	0.00	0.00	0.00	500.00	0.00
590-521-710.000	Twp. Share Medicare Withholding	125.00	19.34	19.34	9.67	9.67	9.67	105.66	15.47
590-521-714.000	Health Insurance	1,600.00	261.28	261.28	130.64	130.64	130.64	1,338.72	16.33
590-521-715.000	Twp. Share Soc. Sec. Withholdg	530.00	82.66	82.66	41.33	41.33	41.33	447.34	15.60
590-521-715.015	Retirement	1,320.00	220.00	220.00	110.00	110.00	110.00	1,100.00	16.67
590-521-720.000	Medical Reimbursement	310.00	(125.00)	(125.00)	0.00	0.00	0.00	435.00	(40.32)
590-521-727.000	Office Supplies	800.00	0.00	0.00	0.00	0.00	0.00	800.00	0.00
590-521-740.000	Operating Supplies	800.00	0.00	0.00	0.00	0.00	0.00	800.00	0.00
590-521-775.000	Repair & Maintenance Supplies	800.00	0.00	0.00	0.00	0.00	0.00	800.00	0.00
590-521-801.000	Professional Services	16,000.00	1,386.00	1,386.00	1,386.00	1,386.00	1,386.00	14,614.00	8.66
590-521-801.050	Miss Dieg's	3,500.00	140.00	140.00	35.00	35.00	35.00	3,360.00	4.00
590-521-804.000	Contract Payment to City B.R.	320,000.00	40,086.21	40,086.21	0.00	0.00	0.00	279,913.79	12.53
590-521-805.000	Contractual Services	24,000.00	3,813.34	3,813.34	1,906.67	1,906.67	1,906.67	20,186.66	15.89
590-521-805.100	Extra Contractual Services	18,000.00	4,940.96	4,940.96	0.00	0.00	0.00	13,059.04	27.45
590-521-920.000	Public Utilities	32,000.00	6,467.64	6,467.64	2,201.14	2,201.14	2,201.14	25,532.36	20.21
590-521-930.000	Repair & Maintenance	20,000.00	10,362.98	10,362.98	5,249.18	5,249.18	5,249.18	9,637.02	51.81
590-521-933.000	Snowplowing	600.00	400.00	400.00	200.00	200.00	200.00	200.00	66.67
590-521-935.000	Bldg. & Grounds Repair & Maintenance	350.00	0.00	0.00	0.00	0.00	0.00	350.00	0.00
590-521-958.000	Membership & Dues	350.00	0.00	0.00	0.00	0.00	0.00	350.00	0.00
590-521-965.000	Insurance & Bonds	3,200.00	0.00	0.00	0.00	0.00	0.00	3,200.00	0.00
590-521-968.000	Depreciation	81,000.00	0.00	0.00	0.00	0.00	0.00	81,000.00	0.00
590-521-975.000	Capital Outlay under \$10,000	2,000.00	0.00	0.00	0.00	0.00	0.00	2,000.00	0.00
590-521-978.000	Capital Outlay \$10,000 and above	300,000.00	9,742.13	9,742.13	9,742.13	9,742.13	9,742.13	290,257.87	3.25
Total Dept 521 - SEWER FUND		835,785.00	79,130.88	79,130.88	21,678.43	21,678.43	21,678.43	756,654.12	9.47
<b>TOTAL EXPENDITURES</b>									
		835,785.00	79,130.88	79,130.88	21,678.43	21,678.43	21,678.43	756,654.12	9.47
<b>Fund 590 - SEWER FUND:</b>									

GL NUMBER	DESCRIPTION	2020		YTD BALANCE		ACTIVITY FOR		AVAILABLE	
		AMENDED BUDGET	03/31/2020	NORMAL (ABNORMAL)	03/31/2020	INCREASE (DECREASE)	NORMAL (ABNORMAL)	BALANCE	% BDGT
TOTAL REVENUES		842,500.00	160,564.66		45,890.50		681,935.34		19.06
TOTAL EXPENDITURES		835,785.00	79,130.88		21,678.43		756,654.12		9.47
NET OF REVENUES & EXPENDITURES		6,715.00	81,433.78		24,212.07		(74,718.78)		1,212.71
Fund 591 - WATER FUND									
Revenues									
Dept 000 - GENERAL									
591-000-626.000	Charg. for Serv. (utilities)	900.00	217.55		65.15		682.45		24.17
591-000-627.000	Pen. & Int. Delinquent Bills	0.00	3.39		3.39		(3.39)		100.00
591-000-699.000	Transfer from other Fund	26,500.00	0.00		0.00		26,500.00		0.00
Total Dept 000 - GENERAL		27,400.00	220.94		68.54		27,179.06		0.81
TOTAL REVENUES		27,400.00	220.94		68.54		27,179.06		0.81
Expenditures									
Dept 536 - WATER									
591-536-702.200	Salary & Wages Snowplowing	500.00	0.00		0.00		500.00		0.00
591-536-710.000	Twp. Share Medicare Withholding	10.00	0.00		0.00		10.00		0.00
591-536-715.000	Twp. Share Soc. Sec. Withholding	30.00	0.00		0.00		30.00		0.00
591-536-715.015	Retirement	70.00	0.00		0.00		70.00		0.00
591-536-740.000	Operating Supplies	1,200.00	294.76		0.00		905.24		24.56
591-536-801.000	Professional Services	0.00	(244.00)		0.00		244.00		100.00
591-536-805.000	Contractual Services	12,500.00	1,229.16		520.83		11,270.84		9.83
591-536-920.000	Public Utilities	7,000.00	2,224.01		1,414.07		4,775.99		31.77
591-536-930.000	Repair & Maintenance	2,000.00	165.00		0.00		1,835.00		8.25
591-536-933.000	Snowplowing	0.00	560.00		240.00		(560.00)		100.00
591-536-968.000	Depreciation	4,000.00	0.00		0.00		4,000.00		0.00
Total Dept 536 - WATER		27,310.00	4,228.93		2,174.90		23,081.07		15.48
TOTAL EXPENDITURES		27,310.00	4,228.93		2,174.90		23,081.07		15.48
Fund 591 - WATER FUND:									
TOTAL REVENUES		27,400.00	220.94		68.54		27,179.06		0.81
TOTAL EXPENDITURES		27,310.00	4,228.93		2,174.90		23,081.07		15.48
NET OF REVENUES & EXPENDITURES		90.00	(4,007.99)		(2,106.36)		4,097.99		4,453.32
Fund 593 - SEWER EQUIPMENT & CAPITAL FUND									
Revenues									
Dept 000 - GENERAL									
593-000-664.000	Int. & Div. on Earnings	0.00	9.00		0.00		(9.00)		100.00
Total Dept 000 - GENERAL		0.00	9.00		0.00		(9.00)		100.00



GL NUMBER	DESCRIPTION	2020		YTD BALANCE 03/31/2020		ACTIVITY FOR MONTH 03/31/2020		AVAILABLE BALANCE		% BDGT USED
		AMENDED BUDGET	NORMAL (ABNORMAL)	NORMAL (ABNORMAL)	INCREASE (DECREASE)	NORMAL (ABNORMAL)	ABNORMAL			
<b>Fund 593 - SEWER EQUIPMENT &amp; CAPITAL FUND:</b>										
TOTAL REVENUES										
		0.00	9.00		0.00			(9.00)		100.00
TOTAL EXPENDITURES										
		0.00	9.00		0.00			(9.00)		100.00
NET OF REVENUES & EXPENDITURES										
		0.00	9.00		0.00			(9.00)		100.00
<b>Fund 594 - 2013 Debt Refunding/Debit Retirement</b>										
Revenues										
Dept 000 - GENERAL										
594-000-664.000	Int. & Div. on Earnings	75.00	5.79		0.00			69.21		7.72
594-000-672.000	Special Assessment	54,450.00	52,926.64		0.00			1,523.36		97.20
594-000-699.000	Transfer from other Fund	234,925.00	0.00		0.00			234,925.00		0.00
Total Dept 000 - GENERAL		289,450.00	52,932.43		0.00			236,517.57		18.29
TOTAL REVENUES										
		289,450.00	52,932.43		0.00			236,517.57		18.29
Expenditures										
Dept 909 - 2013 DEBT FUNDING/DEBT RETIREMENT										
594-909-801.000	Professional Services	0.00	30.00		0.00			(30.00)		100.00
594-909-992.000	Bond Principal Payment	284,000.00	0.00		0.00			284,000.00		0.00
594-909-996.000	Bond Interest Payment	5,450.00	0.00		0.00			5,450.00		0.00
Total Dept 909 - 2013 DEBT FUNDING/DEBT RETIREMENT		289,450.00	30.00		0.00			289,420.00		0.01
TOTAL EXPENDITURES										
		289,450.00	30.00		0.00			289,420.00		0.01
<b>Fund 594 - 2013 Debt Refunding/Debit Retirement :</b>										
TOTAL REVENUES										
		289,450.00	52,932.43		0.00			236,517.57		18.29
TOTAL EXPENDITURES										
		289,450.00	30.00		0.00			289,420.00		0.01
NET OF REVENUES & EXPENDITURES										
		0.00	52,902.43		0.00			(52,902.43)		100.00
<b>Fund 703 - CURRENT TAX COLLECTION FUND</b>										
Revenues										
Dept 000 - GENERAL										
703-000-445.000	Penalties & Interest on Taxes	1,000.00	29.20		0.00			970.80		2.92
Total Dept 000 - GENERAL		1,000.00	29.20		0.00			970.80		2.92
TOTAL REVENUES										
		1,000.00	29.20		0.00			970.80		2.92

GL NUMBER	DESCRIPTION	2020 AMENDED BUDGET	YTD BALANCE 03/31/2020		ACTIVITY FOR MONTH 03/31/2020		AVAILABLE BALANCE	% BDGT USED
			NORMAL	(ABNORMAL)	INCREASE	(DECREASE)		
<b>Expenditures</b>								
Dept 000 - GENERAL								
703-000-700.000	Expenditure Control	1,000.00	0.00	0.00	0.00	1,000.00	0.00	0.00
Total Dept 000 - GENERAL		1,000.00	0.00	0.00	0.00	1,000.00	0.00	0.00
<b>TOTAL EXPENDITURES</b>								
		1,000.00	0.00	0.00	0.00	1,000.00	0.00	0.00
<b>Fund 703 - CURRENT TAX COLLECTION FUND:</b>								
<b>TOTAL REVENUES</b>								
		1,000.00	29.20	0.00	0.00	970.80	2.92	0.00
<b>TOTAL EXPENDITURES</b>								
		1,000.00	0.00	0.00	0.00	1,000.00	0.00	0.00
<b>NET OF REVENUES &amp; EXPENDITURES</b>								
		0.00	29.20	0.00	0.00	(29.20)	100.00	100.00
<b>Fund 708 - METRO FUND</b>								
<b>Revenues</b>								
Dept 000 - GENERAL								
708-000-576.000	METRO Revenue	7,000.00	0.00	0.00	0.00	7,000.00	0.00	0.00
Total Dept 000 - GENERAL		7,000.00	0.00	0.00	0.00	7,000.00	0.00	0.00
<b>TOTAL REVENUES</b>								
		7,000.00	0.00	0.00	0.00	7,000.00	0.00	0.00
<b>Fund 708 - METRO FUND:</b>								
<b>TOTAL REVENUES</b>								
		7,000.00	0.00	0.00	0.00	7,000.00	0.00	0.00
<b>TOTAL EXPENDITURES</b>								
		0.00	0.00	0.00	0.00	0.00	0.00	0.00
<b>NET OF REVENUES &amp; EXPENDITURES</b>								
		7,000.00	0.00	0.00	0.00	7,000.00	0.00	0.00
<b>Fund 711 - HIGHLAND VIEW CEMETERY</b>								
<b>Revenues</b>								
Dept 000 - GENERAL								
711-000-664.000	Int. & Div. on Earnings	1,750.00	499.00	0.00	0.00	1,251.00	28.51	0.00
711-000-698.000	Advance from Fund Balance	13,250.00	0.00	0.00	0.00	13,250.00	0.00	0.00
Total Dept 000 - GENERAL		15,000.00	499.00	0.00	0.00	14,501.00	3.33	0.00
<b>TOTAL REVENUES</b>								
		15,000.00	499.00	0.00	0.00	14,501.00	3.33	0.00
<b>Expenditures</b>								
Dept 000 - GENERAL								
711-000-975.000	Capital Outlay under \$10,000	15,000.00	0.00	0.00	0.00	15,000.00	0.00	0.00
Total Dept 000 - GENERAL		15,000.00	0.00	0.00	0.00	15,000.00	0.00	0.00
<b>TOTAL EXPENDITURES</b>								
		15,000.00	0.00	0.00	0.00	15,000.00	0.00	0.00

GL NUMBER	DESCRIPTION	2020		YTD BALANCE		ACTIVITY FOR		AVAILABLE	
		AMENDED BUDGET	03/31/2020	NORMAL (ABNORMAL)	03/31/2020	INCREASE (DECREASE)	NORMAL (ABNORMAL)	BALANCE	% BDGT
Fund 711 - HIGHLAND VIEW CEMETERY:									
TOTAL REVENUES		15,000.00	499.00		0.00		0.00	14,501.00	3.33
TOTAL EXPENDITURES		15,000.00	0.00		0.00		0.00	15,000.00	0.00
NET OF REVENUES & EXPENDITURES		0.00	499.00		0.00		0.00	(499.00)	100.00
TOTAL REVENUES - ALL FUNDS		2,669,350.00	1,045,031.55		338,521.82		1,624,318.45		39.15
TOTAL EXPENDITURES - ALL FUNDS		2,581,120.00	179,149.95		64,564.03		2,401,970.05		6.94
NET OF REVENUES & EXPENDITURES		88,230.00	865,881.60		273,957.79		(777,651.60)		981.39

04/02/2020 07:00 PM  
 User: HANNAH  
 DB: Big Rapids Twp

CHECK REGISTER FOR BIG RAPIDS TOWNSHIP  
 CHECK DATE FROM 03/04/2020 - 04/07/2020

Item "E"

Check Date	Bank	Check	Vendor	Vendor Name	Amount
Bank GEN GENERAL TOWNSHIP CHECKING					
03/06/2020	GEN	32029	CON00	CONSUMERS ENERGY	677.54
03/06/2020	GEN	32030	COO00	COOK'S BLACKSMITH WELDING INC.	40.56
03/06/2020	GEN	32031	GRE02	GREAT LAKES ENERGY	19.96
03/06/2020	GEN	32032	MEN00	MENARDS	180.12
03/06/2020	GEN	32033	NAP00	BIG RAPIDS AUTO & TRUCK PARTS	6.48
03/13/2020	GEN	32034	BS&00	BS&A SOFTWARE	3,033.33
03/13/2020	GEN	32035	CHA01	CHARTER COMMUNICATIONS	645.48
03/13/2020	GEN	32036	CIT02	BIG RAPIDS CITY TREASURER	3.94
03/13/2020	GEN	32037	DTE00	DTE ENERGY	804.62
03/13/2020	GEN	32038	DTE00	VOID	0.00 V
03/13/2020	GEN	32039	GRANGER	GRANGER	72.10
03/13/2020	GEN	32040	MEC01	MECOSTA COUNTY ROAD COMMISSION	127.89
03/13/2020	GEN	32041	NAP00	BIG RAPIDS AUTO & TRUCK PARTS	32.31
03/13/2020	GEN	32042	PIO00	THE PIONEER GROUP	70.95
03/13/2020	GEN	32043	SIMGR00	SIMPLY GREEN OUTDOOR SERVICES	1,080.00
03/13/2020	GEN	32044	SPECPRINT	SPECTRUM PRINTERS INC	75.00
03/13/2020	GEN	32045	WOL01	WOLVERINE POWER SYSTEMS	4,705.18
03/13/2020	GEN	9930118(E)	SBS00	SMALL BUSINESS ADMIN SERVICES LLC	52.50
03/20/2020	GEN	32046	CON00	CONSUMERS ENERGY	2,567.63
03/20/2020	GEN	32047	CON00	VOID	0.00 V
03/20/2020	GEN	32048	MCKESSON1	MCKESSON MMS GOVERNMENT SOLUTIONS	356.05
03/20/2020	GEN	32049	MEC01	MECOSTA COUNTY ROAD COMMISSION	216.68
03/20/2020	GEN	32050	CON00	CONSUMERS ENERGY	729.38
03/20/2020	GEN	32051	PRIORITY H	PRIORITY HEALTH	1,306.46
03/25/2020	GEN	32052	KCI	KCI	740.21
04/01/2020	GEN	9930119(E)	CHE00	CHEMICAL BANK CENTRAL	5,236.61
04/01/2020	GEN	9930120(E)	JHI00	JOHN HANCOCK LIFE INSURANCE COMPANY	2,046.81
04/01/2020	GEN	9930121(E)	VOYA	VOYA FINANCIAL	3,759.51
04/07/2020	GEN	32053	BIG01	BIG RAPIDS TWP SEWER REC. FUND	43.05
04/07/2020	GEN	32054	CHAPMAN	JAMES CHAPMAN	12.90
04/07/2020	GEN	32055	CON00	CONSUMERS ENERGY	144.20
04/07/2020	GEN	32056	CSI	CSI EMERGENCY APPARATUS, LLC	49,876.25
04/07/2020	GEN	32057	DIETRICH	GEORGE DIETRICH	131.72
04/07/2020	GEN	32058	DINGES	DINGES FIRE COMPANY	101.98
04/07/2020	GEN	32059	ELECTION S	ELECTION SOURCE	26.08
04/07/2020	GEN	32060	FIR00	FIRST NATIONAL BANK	2,448.33
04/07/2020	GEN	32061	GRE02	GREAT LAKES ENERGY	19.96
04/07/2020	GEN	32062	GTW	GTW	447.39
04/07/2020	GEN	32063	HOPE	HOPE NETWORK WEST MICHIGAN	108.00
04/07/2020	GEN	32064	MEC01	MECOSTA COUNTY ROAD COMMISSION	134.28
04/07/2020	GEN	32065	MEN00	MENARDS	80.03
04/07/2020	GEN	32066	MER00	MICHIGAN ELECTION RESOURCES	292.06
04/07/2020	GEN	32067	MIGHTY	MIGHT MUFFLER & BRAKE	832.75
04/07/2020	GEN	32068	MIK00	MIKA, MEYERS, BECKETT & JONES	1,177.00
04/07/2020	GEN	32069	MOR00	MORNINGSTAR ENTERPRISES, INC.	195.48
04/07/2020	GEN	32070	MOS00	MICHIGAN OFFICE SOLUTIONS	185.79
04/07/2020	GEN	32071	NAP00	BIG RAPIDS AUTO & TRUCK PARTS	84.94
04/07/2020	GEN	32072	NORTHWEST	NORTHWEST KENT MECHANICAL CO.	2,314.07
04/07/2020	GEN	32073	PRO00	PROGRESSIVE AE	10,986.32
04/07/2020	GEN	32074	RYA00	RYAN'S MODERN SEWER CLEANING	2,465.25
04/07/2020	GEN	32075	SAEZ	HANNAH SAEZ	90.00
04/07/2020	GEN	32076	SBS00	SMALL BUSINESS ADMIN SERVICES LLC	119.00
04/07/2020	GEN	32077	SIG00	SIEGFRIED CRANDALL, PC	6,500.00
04/07/2020	GEN	32078	STA01	STATE STREET HARDWARE	49.99
04/07/2020	GEN	32079	STANEK	BILL STANEK	90.00
04/07/2020	GEN	32080	VELD01	MARC VELDMAN	30.00
04/07/2020	GEN	32081	WES01	WEST SHORE FIRE, INC.	1,107.20
04/07/2020	GEN	32082	WOL01	WOLVERINE POWER SYSTEMS	369.59
04/07/2020	GEN	32083	XEROX	XEROX FINANCIAL SERVICES	362.73

GEN TOTALS:

Total of 59 Checks:	109,413.64
Less 2 Void Checks:	0.00
Total of 57 Disbursements:	109,413.64

**Item "F"**

Check Date	Bank	Check Number	Name	Check Gross	Physical Check Amount
04/01/2020	GEN	12036	HANER, JAMI L	1,537.20	1,284.35
04/01/2020	GEN	12037	STANEK, WILLIAM F	2,650.00	643.98
04/01/2020	GEN	12038	ECKERT, JAN	218.82	218.82
04/01/2020	GEN	12039	VODRY , RACHEL L	224.45	224.45
04/01/2020	GEN	12040	MERRY , JOANNE	194.30	194.30
04/01/2020	GEN	12041	ALBER, VICKI	123.95	123.95
04/01/2020	GEN	12042	DOUGLASS, PERRY IV A	1,283.33	991.07
04/01/2020	GEN	12043	AMBLER, ALLEN S	30.08	26.19
04/01/2020	GEN	12044	TUBBS, JAMES	1,041.67	951.57
04/01/2020	GEN	12045	PEREZ, ADAM	177.14	154.29
04/01/2020	GEN	12046	LEE, JOSEPH W	555.68	507.61
04/01/2020	GEN	12047	WILLIAMS, TRAVIS A	827.48	729.01
04/01/2020	GEN	12048	CHAPMAN, JAMES M	284.80	250.92
04/01/2020	GEN	12049	BIRD, RANDY	259.30	228.44
04/01/2020	GEN	12050	PRANGER, RYAN E	120.32	94.49
04/01/2020	GEN	12051	WINDER-RUDD, DOMINIC D	170.98	150.63
04/01/2020	GEN	12052	WYMA, NICHOLAS A	526.18	463.56
04/01/2020	GEN	12053	JONES, JERRAD C	311.88	274.76
04/01/2020	GEN	12054	SPRIK, HANNAH M	726.90	599.39
04/01/2020	GEN	12055	FITZGERALD, LINDSAY P	50.66	44.64
04/01/2020	GEN	12056	THATCHER, SHANE W	120.32	104.81
04/01/2020	GEN	12057	BUYS, RANDALL J	332.46	307.02
04/01/2020	GEN	12058	HAWLEY, CRYSTAL A	30.08	27.49
04/01/2020	GEN	12059	MARSHALL, GRAYSON L	471.78	400.13
04/01/2020	GEN	12060	VELTING, BRYAR S	193.14	148.22
04/01/2020	GEN	12061	DAVIS, ETHAN R	360.96	313.58
04/01/2020	GEN	12062	BERENS, DYLAN I	180.48	159.01
04/01/2020	GEN	12063	GILBERT, SHERRI S	214.40	214.40
04/01/2020	GEN	12064	FOUNTAIN, RENE M	244.80	244.80
04/01/2020	GEN	12065	SAEZ, HANNAH C	3,266.67	2,528.42
04/01/2020	GEN	12066	KONZDIOLKA, CHERYL L	589.70	574.83
04/01/2020	GEN	12067	JACOBS, PHYLLIS R.	187.60	173.25
04/01/2020	GEN	12068	VIDETICH, GREGORY J	14.40	13.30
04/01/2020	GEN	12069	BANDSTRA, ALICE J	187.60	165.28
04/01/2020	GEN	12070	BEAN, SUSAN	274.70	252.38
04/01/2020	GEN	12071	DIETRICH, GEORGE	715.00	630.31
04/01/2020	GEN	12072	ANTOR, GERALD A	280.90	259.41
04/01/2020	GEN	12073	CALIFF, MICHAEL H	149.25	131.50
04/01/2020	GEN	12074	KLEINHEKSEL, TIMOTHY J	1,453.50	1,342.31
04/01/2020	GEN	12075	KANOUSE, BRIAN	128.50	113.21
04/01/2020	GEN	12076	CURRIE, PENNY M	3,266.67	900.28
04/01/2020	GEN	12077	BECHAZ, MARY L	237.60	209.33

Check Register Report For Big Rapids Charter Township  
 For Payroll ID: 231 Check Date: 04/01/2020 Pay Period End Date: 03/31/2020

Check Date	Bank	Check Number	Name	Check Gross	Physical Check Amount
04/01/2020	GEN	12078	VELDMAN, MARC	3,234.38	2,521.75
04/01/2020	GEN	12079	GEIB, ANTHONY C	145.83	128.48
04/01/2020	GEN	12080	EVERETT, JERALD D	145.83	128.48
04/01/2020	GEN	12081	MERENDINO, CHRISTOPHER B	145.83	128.48
04/01/2020	GEN	STUB27	BEAN, CARMAN	145.84	0.00
<b>Totals:</b>				<b>28,033.34</b>	<b>20,276.88</b>
			Number of Checks: 047		
Total Physical Checks:			46		
Total Check Stubs:			1		

**Building**

Permit #	Contractor	Job Address	Fee Total	Const. Value
PB20-0005	SCARPELLI, JEFFREY J & DIAN	13574 NORTHLAND DR	\$1,023.00	\$0
<b>Work Description:</b> REMODEL OF EXISTING BUILDING 1,3476 SQFT				
PB20-0006	CAMPBELL REBECCA L	18875 16 MILE ROAD	\$219.00	\$0
<b>Work Description:</b> NEW CONSTRUCTION DETACHED GARAGE, 9,600 SQFT				

**Total Permits For Type: 2**  
**Total Fees For Type: \$1,242.00**  
**Total Const. Value For Type: \$0**

**Electrical**

Permit #	Contractor	Job Address	Fee Total	Const. Value
PE20-0006	REGAN NATHEN E	20615 14 MILE RD	\$85.00	\$0
<b>Work Description:</b> GENERATOR, 1 INSPECTION				
PE20-0007	SCARPELLI, JEFFREY J & DIAN	13574 NORTHLAND DR	\$90.00	\$0
<b>Work Description:</b> 200 AMP SERVICE, 1 INSPECTION				
PE20-0008	GEHRIG THOMAS & MARCIA	13105 190TH AVE	\$96.00	\$0
<b>Work Description:</b> GENERATOR, 1 INSPECTION				
PE20-0009	GELAUE JOYCE M. LIVING T	14165 RIVERSWAY	\$91.00	\$0
<b>Work Description:</b> 200 AMP SERVICE, FEEDER BUS DUCT, 1 INSPECTION				
PE20-0010	VANCE JOHN RANDALL & LIN	19092 FOX GLOVE CIR	\$91.00	\$0
<b>Work Description:</b> 200 AMP SERVICE, FEEDER BUS DUCT, 1 INSPECTION				
PE20-0011	SCARPELLI, JEFFREY J & DIAN	13574 NORTHLAND DR	\$166.00	\$0
<b>Work Description:</b> Service, lights, circuts, rough in & final inspections				

**Total Permits For Type: 6**  
**Total Fees For Type: \$619.00**  
**Total Const. Value For Type: \$0**

**Mechanical**

Permit #	Contractor	Job Address	Fee Total	Const. Value
PM20-0028	MCCARDEL KEITH REV TRUST	14130 NORTHLAND DR	\$105.00	\$0
<b>Work Description:</b> GAS/OIL BURNING FURNACE, 1 INSPECTION				
PM20-0029	PURCELL, TODD M. & MARCEE	17240 192ND AVE	\$105.00	\$0
<b>Work Description:</b> HEAT PUMP, 1 INSPECTION				
PM20-0030	SYCAMORE CREEK PROPERTI	14976 TOMAHAWK LN	\$105.00	\$0

**Work Description:** WATER HEATER, PIPING, 1 INSPECTION

PM20-0031	FATH BRAD & SARA	20725 14 MILE RD	\$145.00	\$0
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**Work Description:** GAS BURNING FIREPLACE, 2 INSPECTIONS

PM20-0032	SZYNKOWSKI ROBERT & LISA	18895 14 MILE ROAD	\$150.00	\$0
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**Work Description:** WOOD FIREPLACE, GAS PIPING, 2 INSPECTIONS

PM20-0033	PHILLIPS CURTIS W & KAREN	880 WEST AVE	\$110.00	\$0
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**Work Description:** GAS BURNING FURNACE, GAS PIPING, 1 INSPECTION

PM20-0034	HUMPHREYS AARON L	21790 17 MILE RD	\$190.00	\$0
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**Work Description:** 2 HEAT PUMPS, 3 EXHAUST, 2 INSPECTIONS

PM20-0035	GEHRIG THOMAS & MARCIA	13105 190TH AVE	\$100.00	\$0
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**Work Description:** ABOVE GROUND TANK, PIPING, 1 INSPECTION

PM20-0036	GELAUDE JOYCE M. LIVING T	14165 RIVERSWAY	\$110.00	\$0
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**Work Description:** GAS FURNACE, GAS PIPING, 1 INSPECTION

PM20-0037	VANCE JOHN RANDALL & LIN	19092 FOX GLOVE CIR	\$110.00	\$0
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**Work Description:** GAS FURNACE, GAS PIPING, 1 INSPECTION

PM20-0038	CASERTA, JOHN P.	22242 12 MILE RD	\$75.00	\$0
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**Work Description:** WATER HEATER, 1 INSPECTION

PM20-0039	REGAN NATHEN E	20615 14 MILE RD	\$110.00	\$0
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**Work Description:** GENERATOR, GAS PIPING, 1 INSPECTION

PM20-0040	SCARPELLI, JEFFREY J & DIAN	13574 NORTHLAND DR	\$145.00	\$0
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**Work Description:** AIR CONDITIONER

<b>Total Permits For Type:</b>	<b>13</b>
<b>Total Fees For Type:</b>	<b>\$1,560.00</b>
<b>Total Const. Value For Type:</b>	<b>\$0</b>

## Plumbing

Permit #	Contractor	Job Address	Fee Total	Const. Value
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PP20-0005	SILVERHAWK HOUSING LLC	20570 Rolling Hills LN	\$292.00	\$0
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**Work Description:** SEWER CONNECTION, 22 FIXTURES, 4 STACKS, 2 WATER PIPE SYSTEMS, 3 INSPECTIONS

<b>Total Permits For Type:</b>	<b>1</b>
<b>Total Fees For Type:</b>	<b>\$292.00</b>
<b>Total Const. Value For Type:</b>	<b>\$0</b>

## Zoning Clearance

Permit #	Contractor	Job Address	Fee Total	Const. Value
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PZ20-0002	CAMPBELL REBECCA L	18875 16 MILE ROAD	\$25.00	\$0
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**Work Description:** ZONING CLEARANCE FOR DETACHED GARAGE



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

## Report Summary

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Population: All Records  
Permit.DateIssued Between  
3/1/2020 12:00:00 AM AND  
3/31/2020 11:59:59 PM

<b>Grand Total Fees:</b>	<b>\$3,738.00</b>
<b>Grand Total Permits:</b>	<b>23</b>
<b>Grand Total Const. Value:</b>	<b>\$0</b>

## **Big Rapids Charter Township**

### **Cemetery and Grounds Monthly Report**

*March 2020*

**activity:**

- 1- Started March 2<sup>nd</sup> 2020. Spend first couple days with Bill showing me around some things on computer, meeting people from funeral homes, etc.
- 2- Storm/tree damage from December in both park and cemetery.
- 3- Organizing office / building at cemetery.
- 4- Winter equipment wrap up.

**Month summary:**

- Spent the first couple weeks at the park cleaning up and cutting branches/brush from storm in Dec.2019. I also painted speed bumps in park in this same time. I spent the next couple weeks working on taking plow off truck and fixing/replacing motor on salt spreader and picking up snow fence and markers. Picking up cemetery from same Dec. storm branches/ brush and had to cut up 3 trees that blew over, blowing and picking up leaves in both places. Started several maintenance checks on equipment at office. Got 2 pieces of equipment running- 1 mower had bad battery, 2-gator had bad battery and all terminals had to be taken apart and cleaned. Spend several hours spreading fill dirt on township office grounds. Fixed toilet at cemetery office was leaking from ground under toilet. On rainy days I spent time working on organizing maintenance shop and equipment.

Respectfully submitted,

Marc Veldman

Grounds Manager

# FIRE DEPARTMENT REPORT

APRIL 7, 2020

**Item "1"**

## General:

The department continues to run well. We took delivery of Tender 3 from CSI on March 13. We are pleased with the work that CSI did and Tender 3 was placed back in service that afternoon. We have been very busy with preparing for the response to COVID-19 (Corona Virus) and feel that we are as prepared as we can be at this time. We are working with the Emergency Operations Center for Mecosta County to ensure that all departments in the county are prepared. Chief Tubbs is meeting with the other county Chiefs every other day by phone conference to get updates and make further plans for coverage and back fill should it be needed. At this time, it does appear that the county is as prepared as it can be for the expected increase in call volume related to the COVID-19 outbreak.

A big thank you to the department members who spearheaded the Birthday Surprises that we have been conducting is needed. Captain Travis Williams and Lieutenant Nick Wyma have been sorting through all of the requests and scheduling them. Many other members have been assisting with this as well. We have conducted 5 of these and have 7 more scheduled at this time. While not our idea originally, we were the first to start this project in Mecosta and Osceola Counties. Since that time, many of the other departments in both counties have followed suit. We would also like to recognize Three Girls Bakery for reaching out to us and providing a Birthday Cake for each of the children we are surprising.

## Call Volume:

Total calls for the month of March 2020: 17

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

Year to Date Call volume 2020: 73

Year to Date Response Times:

Turnout Time (dispatch to truck en-route): 4 minutes and 12 seconds.

Response Time (dispatch to on scene): 8 minutes and 34 seconds.

Year to Date Call Locations:

BR TWP	67
Austin	
Big Prairie	
City of Big Rapids	3
Evart	
Grant	
Green	
Isabella County	
Mecosta TWP	2
Morley	
Morton	
Newaygo County	
Osceola County	

## Personnel:

We would like to add Tom Parker to the roster. Tom left us in 2014 due to an increase in hours at work and having his son full time while being a single father. Tom has found more time in his schedule and would like to come back to the department. Tom has many fire related certifications and is working on renewing his EMT license. We have interviewed him and so has Supervisor Stanek.

## Training:

Training this month has been very limited. We have conducted a few small training sessions but have limited the participants to allow for social distancing. We will be evaluating in person training on a weekly basis until the COVID-19 threat has passed.

## Repairs Completed:

11-2 has an air leak and was having pump issues. It was taken to West Shore Services and some repairs were completed. We noted that the air leak was not resolved with the pump repairs and replaced the road/pump valve. We believe that the new valve was defective and are waiting for a replacement to arrive.

**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](http://www.nwkentmech.com)

March 27, 2020

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

RE: Monthly Lift Station Report

Dear Bill,

During the month of March, we installed the new impeller on pump 1 from the Venlo lift station and put that pump back online.

We cleaned the Venlo and Gilbert St. lift stations as well this month.

I found the Perry St. flow meter converter is dead and as we discussed earlier in the month, the Gilbert St. lift station meter should be re-calibrated. I have been in touch with Oudbier Instrumentation and I will be meeting with them next week Tuesday the 31<sup>st</sup> to look into those flow meters.

Other than that, the stations are all functioning properly.

Sincerely,

Todd Shank  
Northwest Kent Mechanical Co.

Big Rapids Charter Township Industrial Park Water Plant

Monthly Report  
for March 2020

All operations at the plant are normal, maintaining a chlorine residual of 0.36/PPM or mg/L. ALL pumps, VFDs, Valves, Awell pump number 2, and electronics operating normally. Occasional Sensaphone going offline and calling when it does, usually goes back online shortly thereafter. Received shipment of sample bottles from state for this years sampling schedule. There will be 5 or 6 more Lead/Copper samples, metals and Partial Chemistry, as well as Quarterly Bacteriological sampling.

# **BOARD OF REVIEW**

**March 3, 2020**

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

## **Minutes**

Greg Videtich called the organizational meeting together at 9:00 am.

Present were: Alice Bandstra, Phyllis Jacobs, Greg Videtich, and Sue Bean, alternate

Also present were: David Kirwin, assessor and Bill Stanek, supervisor

Bandstra moved to accept the December 10, 2019 minutes

Phyllis supported, passed

Kirwin presented to the board the L 4022 and L 4023 for 2020

He went over how he arrived at the assessments we have and shared a map including 181 sales that he used for comparison.

Kirwin then turned the certified roll over to the board for both Ad Valorem and DNR parcels.

Jacobs moved to use the State Poverty Rates again this year

Bean supported, passed

Bean moved to set a time limit per person to 10 minutes

Bandstra supported, passed

No public comments

Stanek shared that the state has made several changes to assessing in Michigan.

One is that more training will be required of the board.

Meeting adjourned at 9:57 am

Bill Stanek, secretary

**BIG RAPIDS CHARTER TOWNSHIP  
2020 BOARD OF REVIEW  
14212 Northland Drive, Big Rapids Mi 49307  
MARCH MEETING**

Meeting called to order at 1:00 pm on March 9, 2020 by vice chair Alice Bandstra  
Present were Sue Bean, Phyllis Jacobs, and Alice Bandstra  
Also present were David Kirwin and Bill Stanek

County Equalization director Shila Kiander stopped in to see how things were going

Sue moved to accept the March 3, 2020 minutes  
Phyllis supported. Passed

David presented MBOR20-01 thru MBOR20-09, disabled veterans petition.

**MBOR20-01**

Owner Charles Bailey 17800 230th Ave  
Parcel 05-005-003-501  
Type Disabled Veteran

Assessed Value \$267,500 to \$0.00

**MBOR20-02**

Owner Harvey & Susan Bailey 21187 Madison Ave  
Parcel 05-009-023-500  
Type Disabled Veteran

Assessed Value \$98,400 to \$0.00

**MBOR20-03**

Owner Pamela Holland 20595 Rolling Hills Lane  
Parcel 05-072-001-000  
Type Disabled Veteran

Assessed Value \$89,000 to \$0.00

**MBOR20-04**

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

Assessed Value \$165,300 to \$0.00



**MBOR20-05**

Owner Ed & Barb Renne 14653 Wigwam Lane  
 Parcel 05-050-048-000  
 Type Disabled Veteran

Assessed Value \$81,100 to \$0.00

**MBOR20-06**

Owner Mable Ella Starr 12325 Northland Drive  
 Parcel 05-034-010-000  
 Type Disabled Veteran

Assessed Value \$72,700 to \$0.00

**MBOR20-07**

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

Assessed Value \$83,400 to \$0.00

**MBOR20-08**

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

Assessed Value \$72,100 to \$0.00

**MBOR20-09**

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

Assessed Value \$113,500 to \$0.00

Phyllis move to accept petitions 1-9 above  
 Sue Supported  
 Passed

**MBOR20-10**

Owner David L & Nancy A Hamelund 18256 Taff Road  
 Parcel 05-013-100-001  
 Type Assessed Value

Assessed Value \$167,200 to \$157,500.00

David left at 2:35



**MBOR20-13**

Owner Brian A Lapham (Judy) 18621 Arthur Road  
Parcel 05-039-039-000  
Type Poverty Exemption

Assessed Value \$62,000 to \$0

Phyllis moved to allow 100% poverty exemption  
Sue supported  
passed

**MBOR20-14**

Owner Patrick & Shannon English 14638 Wigwam Lane  
Parcel 05-050-057-000  
Type Assessed Value

Assessed Value \$81,000 to \$81,000

Sue moved that request be denied  
Phyllis supported  
passed

Recessed at 9:00 PM until 9:00 AM Tuesday March 10, 2020

Reconvened at 9:00 AM on 3-10-2020

present were Sue Bean, Phyllis Jacobs, and Alice Bandstra  
also present were David Kirwin and Bill Stanek

**MBOR20-15**

Owner Life Resources of Northern Michigan 14321 Northland Drive  
Parcel 05-022-019-000  
Type Assessed Value Partial rental of non-profit building

Assessed Value \$0 to \$58,500

Sue moved to add 58,500 for the portion being leased out  
Phyllis supported  
passed

Recessed at 12:00 noon until 1:00 pm

Reconvened at 1:00 PM

present were Sue Bean, Phyllis Jacobs and Alice Bandstra  
also present were David Kirwin and Bill Stanek

**MBOR20-16**

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

Assessed Value \$82,000 to \$0.00

Sue move to accept  
Phyllis Supported  
Passed

**MBOR20-17**

Owner Resurrection Life Church 14734 215th Ave  
Parcel 05-021-100-002  
Type Assessed Value Partial rental of non-profit building

Assessed Value \$0 to \$82,500.00

Phyllis moved to add 82,500 for the portion being leased out  
Sue supported  
passed

**MBOR20-18**

Owner Daniel & Debra Creamer 13750 220th Ave  
Parcel 05-028-005-600  
Type Assessed Value

Assessed Value \$65,000 to \$65,000

Sue moved that request be denied  
Phyllis supported  
passed

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

Reconvened at 9:00 AM 3-11-20

present were Sue Bean, Phyllis Jacobs, and Alice Bandstra  
also present were David Kirwin and Bill Stanek

No public comment

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

Next Meeting Tuesday July 21, 2020 at 9:00 am.

December Meeting: Tuesday December 15, 2020 at 9:00 am.

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

Meeting adjourned at 9:09 AM

Bill Stanek, secretary

## State Tax Commission Assessment Roll Certification (Board of Review)

This form is issued under the authority of the General Property Tax Act, P.A. 206 of 1893, MCL 211.30 Attach original copy to the assessment roll.

PART 1: ASSESSOR AND LOCAL UNIT INFORMATION			
Assessing Officer Name <b>DAVID KIRWIN</b>	Certification Number <b>R-9258</b>	Certification Level (MCAO, MAAO, MMAO) <b>MCAO - Michigan Certified Assessing Officer</b>	Tax Year <b>2020</b>
Local Unit of Government Name <b>BIG RAPIDS TOWNSHIP</b>	City or Township <b>BIG RAPIDS TOWNSHIP</b>	County Name <b>MECOSTA</b>	
PART 2: POST-BOARD OF REVIEW ASSESSED VALUES, CAPPED VALUES AND TENTATIVE TAXABLE VALUES - Ad Valorem			
Property Class	Assessed Values	Capped Values	Tentative Taxable Value
Real Agriculture	5,310,600	3,382,326	3,408,319
Real Commercial	57,307,700	53,355,725	52,992,092
Real Industrial	285,800	289,014	285,312
Real Residential	112,511,500	93,551,540	94,259,670
Real Timber Cutover	0	0	0
Real Developmental	0	0	0
<b>TOTAL REAL PROPERTY</b>	<b>175,415,600</b>	<b>150,578,605</b>	<b>150,945,393</b>
<b>TOTAL PERSONAL PROPERTY</b>	<b>14,720,000</b>	<b>14,721,229</b>	<b>14,720,000</b>
<b>TOTAL REAL &amp; PERSONAL PROPERTY</b>	<b>190,135,600</b>	<b>165,299,834</b>	<b>165,665,393</b>
PART 3: BOARD OF REVIEW CERTIFICATION			
<p>We hereby certify that the information contained within this Board of Review Assessment Roll Certification is true and accurate to the best of my knowledge, information and belief that the Ad Valorem and Special Act assessed, capped and tentative taxable valuations contained within this Board of Review Certification compose the aggregate assessed valuations of taxable property for the above mentioned local unit of government following the conclusion of the Board of Review.</p>			
Chairperson of the Board of Review Signature <i>Walter D. Williams</i>	Date <i>3/11/2020</i>		
Board of Review Member Signature <i>Charles Adams</i>	Date <i>3/11/2020</i>		
Board of Review Member Signature <i>Alan Bean</i>	Date <i>3/11/2020</i>		
Board of Review Member Signature (if necessary)	Date		
Board of Review Member Signature (if necessary)	Date		
Board of Review Member Signature (if necessary)	Date		

## State Tax Commission Assessment Roll Certification (Board of Review)

This form is issued under the authority of the General Property Tax Act, P.A. 206 of 1893, MCL 211.30. Attach original copy to the assessment roll.

PART 1: ASSESSOR AND LOCAL UNIT INFORMATION			
Assessing Officer Name <b>DAVID KIRWIN</b>	Certification Number <b>R-9258</b>	Certification Level (MCAO, MAAO, MMAO) <b>MCAO - Michigan Certified Assessing Officer</b>	Tax Year <b>2020</b>
Local Unit of Government Name <b>BIG RAPIDS TOWNSHIP</b>	City or Township <b>BIG RAPIDS TOWNSHIP</b>	County Name <b>MECOSTA</b>	
PART 2: POST-BOARD OF REVIEW ASSESSED VALUES, CAPPED VALUES AND TENTATIVE TAXABLE VALUES - DNR			
Property Class	Assessed Values	Capped Values	Tentative Taxable Value
Real Agriculture	101,000	92,205	92,205
Real Commercial	0	0	0
Real Industrial	0	0	0
Real Residential	0	0	0
Real Timber Cutover	0	0	0
Real Developmental	0	0	0
<b>TOTAL REAL PROPERTY</b>	<b>101,000</b>	<b>92,205</b>	<b>92,205</b>
<b>TOTAL PERSONAL PROPERTY</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>TOTAL REAL &amp; PERSONAL PROPERTY</b>	<b>101,000</b>	<b>92,205</b>	<b>92,205</b>
PART 3: BOARD OF REVIEW CERTIFICATION			
<p>We hereby certify that the information contained within this Board of Review Assessment Roll Certification is true and accurate to the best of my knowledge, information and belief that the Ad Valorem and Special Act assessed, capped and tentative taxable valuations contained within this Board of Review Certification compose the aggregate assessed valuations of taxable property for the above mentioned local unit of government following the conclusion of the Board of Review.</p>			
Chairperson of the Board of Review Signature <i>Wesley B. ...</i>	Date <i>3/11/2020</i>		
Board of Review Member Signature <i>...</i>	Date <i>3/11/2020</i>		
Board of Review Member Signature <i>...</i>	Date <i>3/11/2020</i>		
Board of Review Member Signature (if necessary)	Date		
Board of Review Member Signature (if necessary)	Date		
Board of Review Member Signature (if necessary)	Date		

# Supervisor's Report

## March 2020

Item "N"

Wow, what a month March has been! It started out very busy with meetings and Board of Review, and then after the first two weeks I had every evening at home. It does make you think how important some of what we thought were necessities really were.

Things at the office are going well. I have been able to handle the phones ok by myself. I have a table in front of the door with a sign on it to stop people. Most people appreciate it and are very cooperative. This way I can talk to them from a distance and we can still take care of what we have to. The most people I have had in the office on one day was 10 and a couple of days no one. We still need to issue building permits, but we are only inspecting for emergencies.

Our mechanical and electrical inspectors have a pile of inspections building up. We have our first spring burial Friday, the 3<sup>rd</sup>. We are doing burials, but the funeral homes are asking the families to limit the attendees to ten. How do you tell some one they can't come to a burial?

Marc is working and doing a great job. I have had him opening the park for six hours a day during the week to allow a place for people to go and walk. We have not opened the rest rooms yet. We also get a lot of walkers through the cemetery.

Board of Review went really well again this year. David had 180 comparable properties that have sold in our township over the last year and half. He is very good with his assessments, and it is hard for any one to prove him wrong. We do have several disabled veteran exemptions. The board did approve one poverty exemption also. We have a great Board of Review that work well together and with the people that come in. Next year they are going to be required to get more training, so I hope they will all stay on. Our assessed value of the township keeps going up every year. Sales have been great and until now going up every year.

About the only thing I attended this month was the meeting with the city and Green Township. I also attended one city commission meeting. The city has cancelled two commission meetings now.

We are having trouble with a couple of the doppler meters on our lift stations. We had some bad readings at the Gilbert lift station, so I started reading it for a while to see what was going on. It worked fine for several days, so when I decided to read it for the last time it had been going backwards that day, so I ended up reading it daily for the whole month. That was the only time it was off, and I even went back and checked it twice to see if I messed up. Later in the month the one on Perry Street gave out. Northwest Kent called in the people that calibrate the meters, and they are repairing them.

I have had some extra time, so I started an inventory of our apartment complexes and mapping out how their buildings are numbered. We do have 2284 bedrooms in apartment buildings just in this township. Hannah finished the journal entries from the auditors, so I have the 2020 starting figures in the budget and have done the charts like I have in the past to post on the web site. This should be on by our meeting.

When I took the oath of office I never thought about how we may have to serve in a time like this. It has really made me think about what I am doing for this community. After the last couple of weeks, I have decided that I will run for another term or at least some of it. Talking to people on the phone or in person when they are down and answering so many questions has allowed me to understand what it means to serve the people of Big Rapids Township. I pray every day for wisdom to lead by example through good times as well as bad. We live in a great community and the best country in the world. We just need to remember to always be thankful for what we have and even the chance to serve.

Bill





March 27, 2020

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

Re: Recommendation for Award for Sheridan Street Lift Station Improvements

Dear Bill:

Tuesday, March 24, 2020, bids for the Sheridan Street Lift Station Improvements were received at 11:00 a.m. Three bids were received for the township, and are as follows:

Low Bid	Dean's Landscaping & Excavating, Inc.	\$182,362
Second Low Bid	The Isabella Corporation	\$222,300
Third Low Bid	Gerber Construction Co., Inc.	\$349,500

Engineer's estimate for this project was \$192,792.

Progressive AE contacted the low bidder, Dean's Landscaping & Excavating, Inc., and spoke with Ben Shepard to review the bid with him. After speaking with Mr. Shepard, we are confident that Dean's Landscaping & Excavating, Inc., has the equipment and experience to install the Automatic Transfer Switch, Generator, and Packaged Lift Station, and appurtenances to replace the existing Sheridan Street Lift Station. It is noted, this was the only bid that provided an alternate requested for providing three inches of asphalt over the aggregate drive once construction is completed for an added cost of \$5,100.

After applying the \$5,100 Alternate for three inches of asphalt to Dean's Landscaping & Excavating's bid, the total revised bid is \$187,462. The Second Low Bid of \$222,300 from The Isabella Corporation is \$34,838 higher than Dean's revised bid.

Based on pricing and qualifications, Progressive AE supports award of this project to the low bidder, Dean's Landscaping & Excavating, Inc.

To accept Dean's Landscaping & Excavating, Inc., bid, please sign form the attached 00 5100-Notice of Award and return. Please contact me if you have any questions.

Sincerely,

Daniel W. Westenburg, PE, LEED AP  
Senior Civil Engineer

DWW:smg  
Enclosures  
\\dms1\projects\58516007\05 CAIE1 BIDDING NEGOTIATION\General Correspondence\2020 03 26 BRT Sheridan Lift Station Award Letter.docx

**SECTION 00 5100 NOTICE OF AWARD**

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**TO:** Dean's Landscaping & Excavating, Inc.  
48 Long Road  
Sand Lake, MI 49343

**PROJECT DESCRIPTION: BIG RAPIDS TOWNSHIP SHERIDAN STREET LIFT STATION IMPROVEMENTS**

The Owner has considered the bid submitted by you on March 24, 2020, for the above-described work in response to an Advertisement for Bids and Instructions to Bidders.

You are hereby notified that your bid has been accepted for the amount of \$187,462 (one hundred eighty-seven thousand, four hundred sixty-two dollars).

You are required, by the Instructions to Bidders, to execute the Agreement and to furnish the required Contractor's Performance Bond, Payment Bond, and certificates of insurance within seven (7) calendar days from the date of this notice to you.

If you fail to execute said Agreement and to furnish said bonds within seven (7) days from the date of this notice, the said Owner will be entitled to consider all your rights arising out of the Owner's acceptance of your bid as abandoned and as a forfeiture of your Bid Bond. The Owner will be entitled to such other rights as may be granted by law.

You are required to return an acknowledged copy of this notice of award to the owner, dated this \_\_\_\_\_ day of \_\_\_\_\_, 2020.

**OWNER: BIG RAPIDS TOWNSHIP**

**BY:** \_\_\_\_\_  
**NAME:** Bill Stanek  
**TITLE:** Big Rapids Township Supervisor

**ACCEPTANCE OF NOTICE**

Receipt of the above notice of award is hereby acknowledged by \_\_\_\_\_, this the \_\_\_\_\_ day of \_\_\_\_\_, 2020.

**BY:** \_\_\_\_\_ **TITLE:** \_\_\_\_\_

**END OF SECTION**

**BIG RAPIDS TOWNSHIP**  
**Sheridan Lift Station Improvements**  
**Bid Tabulation — March 24, 2020**  
**Progressive AE: 58516007**

<b>CONTRACTOR</b>	<b>BID</b>
<b>Dean's Landscaping &amp; Excavating, Inc.</b>	<b>\$ 182,362.00</b>
<b>The Isabella Corporation</b>	<b>\$ 222,300.00</b>
<b>Gerber Construction Corporation</b>	<b>\$ 349,500.00</b>
<b>Engineer's Estimate</b>	<b>\$ 192,792.00</b>
<b>Low Bid</b>	<b>\$ 182,362.00</b>



March 27, 2020

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

Re: Recommendation for Award for Sheridan Street  
Lift Station ATS and Generator (Procurement)

Dear Bill:

Tuesday, March 24, 2020, bids for the Sheridan Street Lift Station ATS and Generator Project were received and read aloud at 10:00 a.m. Two bids were received for the township, and are as follows:

Low Bid	Cummins Sales and Service (Cummins 36kW)	\$20,500
Second Low Bid	Total Energy Systems (Kohler 40kW)	\$21,150

Progressive AE contacted the low bidder, Cummins Sales and Service, and spoke with Kevin Kikkert to review the bid with him. As requested in the bidding documents, Cummins provided an optional two-year preventative maintenance plan for the Genset and ATS for an addition to the base bid of \$3,100. They would also honor a one-year preventative maintenance plan for an additional \$1,550. The Generator, run under full load, has a fuel consumption of 472 CFH at 7" to 11" WC. Delivery of the equipment would be 13 to 15 weeks after receipt of approved purchase order and submittal drawings are approved. Submittal drawings were not included in the bid package, but product information was, as requested in the bidding documents.

The second low bidder, Total Energy Systems, was contacted and we spoke with Stan Rokita to review the bid with him. One year of planned maintenance is included as a service item at no additional charge to the base bid. The Generator, run under full load, has a fuel consumption of 730 CFH at 6" to 13" WC. Submittal drawings for the ATS and GenSet were included with the provided bid for review. Delivery of the equipment for installation was indicated that it would take 10 to 12 weeks after award by township, receipt of approved purchase order, and approved submittals.

Both bidders have the necessary equipment and experience to provide and deliver an ATS and Generator to the site.

Because there is a value-add to having one year of preventative maintenance on new equipment, adjusted value bids are as follows:

First Low Bid	Total Energy Systems (with one year of maintenance included)	\$21,150
Second Low Bid	Cummins Sales and Service (plus one year of maintenance, \$1,550)	\$22,050

Based on revised low bid, considering the value of one year of maintenance included, and the potential to deliver the product at 10 to 12 weeks instead of 13 to 15 weeks, we recommend award to Total Energy Systems for the amount of \$21,150.

To award to this bidder, please complete the authorization and acceptance forms included with their bid.

Please contact me if you have any questions.

Sincerely,

A handwritten signature in black ink that reads "Daniel W. Westenburg". The signature is written in a cursive, flowing style.

Daniel W. Westenburg, PE, LEED AP  
Senior Civil Engineer

DWW:smg  
Enclosure  
P:\58516007\05 CAIE1 BIDDING NEGOTIATION\General Correspondence\2020 03 26 BRT Sheridan ATS Gen Award  
Letter.docx

# Item "Q"

## MECOSTA COUNTY ROAD COMMISSION ESTIMATE

**PROJECT DESCRIPTION**

TOWNSHIP: Big Rapids  
 PROJECT NAME: 17 Mile  
 LOCATION: 220-NLD  
 DATE: 3/18/2020

ITEM DESCRIPTION		ESTIMATED QUANTITY		UNIT PRICE	EXTENDED PRICE
HMA, Pulverize (9500 x 23')		26,705	SQYD	\$ 0.36	\$ 9,613.80
Contractor costs (shaping,ditching,shouldering, restoration,etc.)		1	LS	\$ 66,141.41	\$ 66,141.41
Stump grinding (contractor)		1	LS	\$ 2,500.00	\$ 2,500.00
HMA, (9500' x 22' wd x 330 lb)	Tier I	2,108	TON	\$ 63.53	\$ 133,921.24
	Tier II	2,108	TON	\$ 61.10	\$ 128,798.80
HMA intersections	Tier I	125	TON	\$ 63.53	\$ 7,941.25
	Tier II	125	TON	\$ 61.10	\$ 7,637.50
Culverts					
15"		58	FT	\$ 6.30	\$ 365.40
12"		129	FT	\$ 5.28	\$ 681.12
18"		44	FT	\$ 7.95	\$ 349.80
Centerline Paint (Lineal Feet)		19,000	LF	\$ 0.0410	\$ 779.00
				<b>Total</b>	<b>\$ 358,729.32</b>

Unit pricing and quantities are estimated and subject to change

# Item "R"

## MECOSTA COUNTY ROAD COMMISSION ESTIMATE

### PROJECT DESCRIPTION

TOWNSHIP: Big Rapids  
PROJECT NAME: Gilbert  
LOCATION: NLD to End  
DATE: 3/25/2020

ITEM DESCRIPTION	ESTIMATED QUANTITY	UNIT	PRICE	EXTENDED PRICE
Mill (up to 3") (1250' x 34')	5,194	SQYD	\$ 0.54	\$ 2,804.76
HMA, (1250' x 34' wd x 330 lb)	430	TON	\$ 63.53	\$ 27,317.90
	430		\$ 61.10	\$ 26,273.00
Shoulder Gravel (1250' x 3' wd x 3")	75	CYD	\$ 6.00	\$ 450.00
Curb & Gutter repair (if needed)	20	LF	\$ 50.00	\$ 1,000.00
Centerline Paint (Lineal Feet)	2,500	LF	\$ 0.0410	\$ 102.50
			<b>Total</b>	<b>\$ 57,948.16</b>

Some unit pricing is estimated and subject to change.

# BIG RAPIDS TOWNSHIP FIRE DEPARTMENT

## Employment Application



### APPLICANT INFORMATION

Last Name Parker Jr First Thomas M.I. D Date 3/23/20  
 Street Address 1615 Darwin Ave Apartment/Unit # \_\_\_\_\_  
 City Big Rapids State MI ZIP 49307  
 Phone 231-250-2327 E-mail Address tdparker27@yahoo.com  
 Date Available April 1st 2020  
 Position Applied for Fire Fighter

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? 2009 - 2013

Have you ever been convicted of a felony? YES  NO  If yes, explain \_\_\_\_\_

### EDUCATION

High School HH Dow High Address Midland  
 From 96 To 00 Did you graduate? YES  NO  Degree Diploma  
 College \_\_\_\_\_ Address \_\_\_\_\_  
 From \_\_\_\_\_ To \_\_\_\_\_ Did you graduate? YES  NO  Degree \_\_\_\_\_

### EMPLOYMENT HISTORY

Company Big Rapids Towing Phone 231-796-2222  
 Address 20833 18 mile Rd Supervisor \_\_\_\_\_  
 Job Title Wrecker Driver  
 Responsibilities Towing, hookouts, jumpstarts, accident scene cleanup  
 From 2011 To Present 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 US Army  
Rank at Discharge PV2

From Jan 07 To Oct 07  
Type of Discharge Honorable

If other than honorable, explain

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

FF I & II  
Hazmat Awareness

**REFERENCES**

*Please list three non-related professional references.*

Full Name Travis Williams  
Company BRTW PFD  
Address 1

Title Captain  
Phone 231-679-6216

Full Name Chris Johnson  
Company Big Rapids Towing  
Address

Title Wrecker Driver  
Phone 231-679-7188

Full Name David Frost  
Company Big Rapids Towing  
Address

Title wrecker Driver  
Phone 850-530-5226

**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 3/23/20