

BIG RAPIDS CHARTER TOWNSHIP BOARD REGULAR MEETING TUESDAY, JUNE 1, 2021

BIG RAPIDS TOWNSHIP OFFICES, 14212 NORTHLAND DR.
BIG RAPIDS, MI 49307
7:00 PM

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:

SPECIAL APPEARANCE: Eric Williams, Wal-Mart tax appeal
Pat Currie/David Hamelund, Fireworks

CONSENT AGENDA

1. May 3, 2021 Meeting Minutes: **ITEM A**
2. April Treasurer's Report: **ITEM B**
3. May Financial Report: **ITEM C**
4. Building Department Report: **ITEM D**
5. Cemetery and Grounds Report: **ITEM E**
6. Fire Department Report: **ITEM F**
7. Planning Commission Minutes: **ITEM G**
8. Sewer Department Report: **ITEM H**
9. Water Department Report: **ITEM I**
10. Zoning Board of Appeals Minutes: **ITEM J**
11. Cemetery Committee Minutes: **ITEM K**
12. Fire Committee Minutes: **ITEM L**
13. Supervisor's Report: **ITEM M**

UNFINISHED BUSINESS:

1. Building Committee report and discussion. **ITEM N**
2. Other:

NEW BUSINESS:

1. 2021-2026 Capital Improvement Plan: **ITEM O**
2. Solar Ordinance recommended by Planning Commission. **ITEM P**
3. Recommendation to repair lock/security system at fire hall. **ITEM Q**
4. Recommendation to add Chuck Bailey to fire committee.
5. Question to go on taxes for roads: **ITEM R**
6. Fireworks for this year:
7. August Meeting Date:
8. Sale of mower:
9. Other:

Financial

1. Payroll: **ITEM S**
2. Accounts Payable: **ITEM T**

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.

**BIG RAPIDS CHARTER TOWNSHIP BOARD
REGULAR MEETING **MONDAY, MAY 3, 2021**
BIG RAPIDS TOWNSHIP OFFICES, 14212 NORTHLAND DR.
BIG RAPIDS, MI 49307
7:00 PM
UNAPPROVED**

PLEDGE OF ALLEGIANCE.

CALL TO ORDER: 7:00 p.m. ROLL CALL: Stanek, Saez, Bean, Geib, present. Currie, Merendino, Everett, absent.

CONSENT AGENDA

- 1. April 6, 2021 Meeting Minutes:**
- 2. March Treasurer's Report:**
- 3. April Financial Report:**
- 4. Building Department Report:**
- 5. Cemetery and Grounds Report:**
- 6. Fire Department Report:**
- 7. Sewer Depart Report:**
- 8. Planning Commission minutes:**
- 9. Water Department Report:**
- 10. Fire Committee Report:**
- 11. Supervisor's Report:**

A motion was made by Bean to approve of the consent agenda. Seconded by Geib. Motion passed unanimously.

UNFINISHED BUSINESS:

- 1. 2021 Road Work: Noted.**
- 2. Marc's request to go on salary: A motion was made by Saez to approve overtime as needed and approved by Supervisor. Seconded by Bean. Motion passed unanimously on a roll call vote.**
- 3. Other:**

NEW BUSINESS:

- 1. Committee to look at building use and remodel: A committee was formed with Stanek, Saez, Currie, and Marc Veldman to start discussing the building purchase remodel.**
- 2. Other:**

Financial

- 1. Payroll: A motion was made by Bean to approve of payroll in the amount of \$19,430.15. Seconded by Geib. Motion passed unanimously on a roll call vote.**
- 2. Accounts Payable: A motion was made by Bean to approve of accounts payables in the amount of \$243,874.93. Seconded by Geib. Motion passed unanimously on a roll call vote.**
- 3.**

PUBLIC COMMENT:

ADJOURNMENT: 7:25pm

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 "B"

BANK RECONCILIATION FOR BIG RAPIDS TOWNSHIP
 Bank GEN (GENERAL TOWNSHIP CHECKING)
 FROM 04/01/2021 TO 04/30/2021
 Reconciliation Record ID: 120

User: PENNY
 DB: Big Rapids Town

GL Number	Description	Beginning Balance	Ending Balance
101-000-001.000	Cash - Checking	677,228.80	
101-000-001.001	Cash Non-Expendable		
203-000-001.000	CASH	103,210.19	
204-000-001.000	CASH	274,715.77	
206-000-001.000	Cash - Checking	300,877.70	
212-000-001.000	Cash - Savings		
246-000-001.000	Cash - Savings		
249-000-001.000	Cash - Savings	120,648.15	
271-000-001.000	CASH	31,720.56	
301-000-001.000	Cash - Savings		
401-000-001.000	CASH	31,056.70	
590-000-001.000	Cash - Savings	209,184.78	
591-000-001.000	CASH	(5,361.44)	
593-000-001.000	CASH		
701-000-001.000	Cash - Savings		
708-000-001.000	CASH	28,968.44	
711-000-001.000	CASH		
711-000-001.100	HVC Cash Expendable	17,432.72	
850-000-001.000	Cash - Savings		
Beginning GL Balance:		1,789,682.37	
Add: Cash Receipts		56,961.76	
Less: Cash Disbursements		(260,405.40)	
Less: Payroll Disbursements		(19,786.73)	
Ending GL Balance:		1,566,452.00	
GL Number	Description	Beginning Balance	Ending Balance
101-000-001.000	Cash - Checking		495,104.94
101-000-001.001	Cash Non-Expendable		
203-000-001.000	CASH	103,210.19	
204-000-001.000	CASH	274,715.77	
206-000-001.000	Cash - Checking	281,442.55	
212-000-001.000	Cash - Savings		
246-000-001.000	Cash - Savings		
249-000-001.000	Cash - Savings	120,235.51	
271-000-001.000	CASH	65.28	
301-000-001.000	Cash - Savings		
401-000-001.000	CASH	31,056.70	
590-000-001.000	Cash - Savings	239,143.54	
591-000-001.000	CASH	(6,818.53)	
593-000-001.000	CASH		
701-000-001.000	Cash - Savings		
708-000-001.000	CASH	28,968.44	
711-000-001.000	CASH		
711-000-001.100	HVC Cash Expendable	17,469.71	
850-000-001.000	Cash - Savings	(18,142.10)	

User: PENNY
DB: Big Rapids Town

Ending GL Balance:

1,566,452.00

Ending Bank Balance:

1,548,619.38

Add: Deposits in Transit

05/10/2021 *Deposit ID: 359
05/10/2021 *Deposit ID: 358

18,688.77

8,650.30

27,339.07

Less: Outstanding Checks

AP Checks

Check Date	Check Number	Name	Amount
02/28/2021	9930192	PENNY CURRIE	80.93
04/06/2021	32642	SHRED IT	325.21
04/15/2021	32663	VOID	0.00
04/30/2021	9930201	JOHN HANCOCK LIFE INSURANCE COMPANY	2,166.96
04/30/2021	9930202	STATE OF MICHIGAN	755.29
04/30/2021	9930203	VOYA FINANCIAL	3,968.41

VOIDED 04/15/2021

Payroll Checks

Check Date	Check Number	Name	Amount
03/01/2018	11067	MYERS, AARON	43.41
05/01/2019	11632	BRYANT, ELIZABETH	6.02
11/01/2019	11836	AMBLER, ALLEN	36.68
03/01/2020	12012	HAWLEY, CRYSTAL	10.90
06/01/2020	12130	HAWLEY, CRYSTAL	15.69
10/01/2020	12289	SCHROEDER, BRODY	16.53
12/01/2020	12370	FITZGERALD, LINDSAY	68.75
02/01/2021	12442	BIRD, RANDY	10.96
03/01/2021	12480	CURRIE, PENNY	765.60
04/01/2021	12504	BANDSTRA, ALICE	79.28
04/01/2021	12505	BEAN, SUSAN	79.28
04/01/2021	12510	CHAPMAN, JAMES	136.70
04/01/2021	12511	CURRIE, PENNY	765.60
04/01/2021	12518	HAWLEY, CRYSTAL	25.78
04/01/2021	12523	MARSHALL, GRAYSON	19.99
04/01/2021	12525	MERENDINO, CHRISTOPHER	128.48

Total - 22 Outstanding Checks: 9,506.45
Adjusted Bank Balance 1,566,452.00
Unreconciled Difference: 0.00

REVIEWED BY: *Penny Currie* DATE: 5/25/21

05/28/2021

REVENUE AND EXPENDITURE REPORT FOR BIG RAPIDS TOWNSHIP

Item "C"

PERIOD ENDING 06/30/2021

% Fiscal Year Completed: 42%

GL NUMBER	DESCRIPTION	2021		YTD BALANCE		ACTIVITY FOR		AVAILABLE		% BDGT USED	
		AMENDED BUDGET	06/01/2021	NORMAL	(ABNORMAL)	MONTH 06/01/2021	INCREASE	(DECREASE)	BALANCE		NORMAL
Revenues											
Dept 000 - GENERAL											
101-000-402.000	Current Real Property Tax	187,500.00	173,878.15			0.00		13,621.85			92.74
101-000-445.000	Penalties & Interest on Taxes	2,000.00	804.96			0.00		1,195.04			40.25
101-000-447.000	Property Tax Admin Fee	55,000.00	16,723.39			0.00		38,276.61			30.41
101-000-451.000	Business Licenses & Permits	17,500.00	4,563.65			0.00		12,936.35			26.08
101-000-574.000	State Shared Revenue	296,000.00	195,029.00			0.00		100,971.00			65.89
101-000-607.000	Ch. for Serv. (fees, zoning)	1,000.00	925.00			0.00		75.00			92.50
101-000-610.000	School Parcel Fee	6,000.00	0.00			0.00		6,000.00			0.00
101-000-632.000	Ch. for Serv. (sale cem. lots)	2,500.00	4,000.00			0.00		(1,500.00)			160.00
101-000-634.000	Ch. for Serv. (grave op & cl)	14,000.00	3,200.00			0.00		10,800.00			22.86
101-000-635.000	Chg For Serv Cem Foun & Misc	4,500.00	2,315.20			0.00		2,184.80			51.45
101-000-640.000	Ch. for Serv. (lot splits)	500.00	225.00			0.00		275.00			45.00
101-000-664.000	Int. & Div. on Earnings	6,000.00	264.47			0.00		5,735.53			4.41
101-000-667.000	Rent&Exp Building Dept	7,200.00	1,875.00			0.00		5,325.00			26.04
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	46,000.00	0.00			0.00		46,000.00			0.00
101-000-676.000	Reimbursements	2,000.00	40.73			0.00		1,959.27			2.04
101-000-687.000	REFUNDS	300.00	3,000.00			0.00		(2,700.00)			1,000.00
101-000-697.000	Transfer from other Fund	76,900.00	0.00			0.00		76,900.00			0.00
101-000-698.000	Advance from Fund Balance	155,000.00	0.00			0.00		155,000.00			0.00
203-000-665.000	SPECIAL ASSESSMENT INTEREST	2,000.00	1,998.88			0.00		1.12			99.94
203-000-672.000	Special Assessment Principle	49,900.00	49,971.56			0.00		(71.56)			100.14
204-000-405.000	B.R.T. Road Millage	225,000.00	208,655.46			0.00		16,344.54			92.74
206-000-403.000	Current Real Property Tax	225,000.00	208,655.46			0.00		16,344.54			92.74
206-000-582.000	Contribution Mecosta Co. F.R.	15,000.00	7,386.83			0.00		7,613.17			49.25
212-000-574.000	State Shared Revenue	5,600.00	0.00			0.00		5,600.00			0.00
249-000-608.000	Ch. for Serv.Fees/Bldg.Permits	55,000.00	22,469.00			0.00		32,531.00			40.85
249-000-699.100	Advance from Fund Balance	2,000.00	0.00			0.00		2,000.00			0.00
271-000-402.000	Current Real Property Tax	30,000.00	27,815.98			0.00		2,184.02			92.72

GL NUMBER	DESCRIPTION	2021		ACTIVITY FOR		AVAILABLE		% BDGT
		AMENDED BUDGET		MONTH 06/01/2021		BALANCE		
		NORMAL	(ABNORMAL)	INCREASE	(DECREASE)	NORMAL	(ABNORMAL)	
401-000-674.000	CONTRIBUTIONS AND DONATIONS	2,000.00	0.00	0.00	0.00	2,000.00	0.00	0.00
401-000-699.100	Advance from Fund Balance	33,000.00	0.00	0.00	0.00	33,000.00	0.00	0.00
590-000-625.000	TAP IN FEES	7,500.00	0.00	0.00	0.00	7,500.00	0.00	0.00
590-000-626.000	Charg. for Serv. (utilities)	573,000.00	222,232.89	0.00	0.00	350,767.11	38.78	38.78
590-000-627.000	Penalty on Delinquent Utility Bills	7,500.00	3,256.76	0.00	0.00	4,243.24	43.42	43.42
590-000-664.000	Int. & Div. on Earnings	12,500.00	520.27	0.00	0.00	11,979.73	4.16	4.16
590-000-699.100	Advance from Fund Balance	35,000.00	0.00	0.00	0.00	35,000.00	0.00	0.00
591-000-626.000	Charg. for Serv. (utilities)	1,000.00	291.85	0.00	0.00	708.15	29.19	29.19
591-000-699.000	Transfer from other Fund	20,000.00	0.00	0.00	0.00	20,000.00	0.00	0.00
703-000-445.000	Penalties & Interest on Taxes	0.00	1,304.80	0.00	0.00	(1,304.80)	100.00	100.00
708-000-576.000	METRO Revenue	6,000.00	1,796.89	0.00	0.00	4,203.11	29.95	29.95
711-000-664.000	Int. & Div. on Earnings	1,750.00	75.12	0.00	0.00	1,674.88	4.29	4.29
Total Dept 000 - GENERAL		2,192,650.00	1,167,276.30	0.00	0.00	1,025,373.70	53.24	53.24
TOTAL REVENUES		2,192,650.00	1,167,276.30	0.00	0.00	1,025,373.70	53.24	53.24
Expenditures								
Dept 000 - GENERAL								
708-000-801.000	Professional Services	3,500.00	631.78	631.78	631.78	2,868.22	18.05	18.05
Total Dept 000 - GENERAL		3,500.00	631.78	631.78	631.78	2,868.22	18.05	18.05
Dept 101 - TOWNSHIP BOARD								
101-101-702.000	Salary & Wages	7,000.00	2,916.63	583.32	583.32	4,083.37	41.67	41.67
101-101-702.020	Salary & Wages Clerical Help	10,000.00	3,244.50	663.75	663.75	6,755.50	32.45	32.45
101-101-710.000	Twp. Share Medicare Withholding	250.00	89.31	18.06	18.06	160.69	35.72	35.72
101-101-715.000	Twp. Share Soc. Sec. Withholdg	1,060.00	382.00	77.31	77.31	678.00	36.04	36.04
101-101-720.000	Medical Reimbursement	0.00	7.98	7.98	7.98	(7.98)	100.00	100.00
101-101-727.000	Office Supplies	800.00	665.76	35.48	35.48	134.24	83.22	83.22
101-101-740.000	Operating Supplies	200.00	0.00	0.00	0.00	200.00	0.00	0.00
101-101-801.000	Professional Services	28,000.00	15,557.28	2,099.91	2,099.91	12,442.72	55.56	55.56
101-101-850.000	Communication	3,500.00	1,416.71	0.00	0.00	2,083.29	40.48	40.48
101-101-860.000	Transportation	500.00	0.00	0.00	0.00	500.00	0.00	0.00
101-101-880.000	Community Promotion	600.00	0.00	0.00	0.00	600.00	0.00	0.00
101-101-881.000	FALL CLEAN-UP	8,000.00	0.00	0.00	0.00	8,000.00	0.00	0.00

GL NUMBER	DESCRIPTION	2021		ACTIVITY FOR		AVAILABLE		% BDGT	
		AMENDED BUDGET		MONTH 06/01/2021		BALANCE			
		NORMAL	(ABNORMAL)	INCREASE	(DECREASE)	NORMAL	(ABNORMAL)		USED
101-101-900.000	Printing & Publishing	1,600.00	478.75	0.00	0.00	1,121.25	29.92		
101-101-958.000	Membership & Dues	3,450.00	3,199.26	3,199.26		250.74	92.73		
101-101-960.000	Education	2,000.00	25.00	0.00	0.00	1,975.00	1.25		
101-101-965.000	Insurance & Bonds	9,000.00	6,493.04	112.00		2,506.96	72.14		
101-101-975.000	Capital Outlay under \$10,000	1,000.00	0.00	0.00	0.00	1,000.00	0.00		
Total Dept 101 - TOWNSHIP BOARD		76,960.00	34,476.22	6,797.07		42,483.78	44.80		
Dept 171 - SUPERVISOR									
101-171-702.000	Salary & Wages	30,000.00	12,500.00	2,500.00		17,500.00	41.67		
101-171-702.010	Salary & Wages Deputy	3,000.00	0.00	0.00		3,000.00	0.00		
101-171-702.040	Salary & Wages Cemetery	5,000.00	2,083.35	416.67		2,916.65	41.67		
101-171-702.300	Health Insurance Buyout	1,800.00	750.00	150.00		1,050.00	41.67		
101-171-710.000	Twp. Share Medicare Withholding	580.00	222.33	44.46		357.67	38.33		
101-171-715.000	Twp. Share Soc. Sec. Withholdg	2,590.00	950.67	190.14		1,639.33	36.71		
101-171-720.000	Medical Reimbursement	1,500.00	81.47	0.00		1,418.53	5.43		
101-171-727.000	Office Supplies	100.00	0.00	0.00		100.00	0.00		
101-171-740.000	Operating Supplies	50.00	0.00	0.00		50.00	0.00		
101-171-801.000	Professional Services	200.00	0.00	0.00		200.00	0.00		
101-171-850.100	Cell Phone	360.00	90.00	0.00		270.00	25.00		
101-171-860.000	Transportation	450.00	0.00	0.00		450.00	0.00		
101-171-960.000	Education	1,000.00	0.00	0.00		1,000.00	0.00		
Total Dept 171 - SUPERVISOR		46,630.00	16,677.82	3,301.27		29,952.18	35.77		
Dept 215 - CLERK									
101-215-702.000	Salary & Wages	39,200.00	16,333.35	3,266.67		22,866.65	41.67		
101-215-702.010	Salary & Wages Deputy	3,700.00	936.00	192.00		2,764.00	25.30		
101-215-710.000	Twp. Share Medicare Withholding	625.00	250.40	50.14		374.60	40.06		
101-215-714.000	Health Insurance	8,000.00	7,620.33	1,584.42		379.67	95.25		
101-215-715.000	Twp. Share Soc. Sec. Withholdg	2,660.00	1,070.70	214.44		1,589.30	40.25		
101-215-720.000	Medical Reimbursement	1,500.00	0.00	0.00		1,500.00	0.00		
101-215-727.000	Office Supplies	700.00	15.56	0.00		684.44	2.22		
101-215-740.000	Operating Supplies	300.00	296.11	0.00		3.89	98.70		
101-215-801.000	Professional Services	2,600.00	1,334.21	0.00		1,265.79	51.32		
101-215-850.000	Cell Phone Reimbursement	360.00	90.00	0.00		270.00	25.00		
101-215-960.000	Education	700.00	0.00	0.00		700.00	0.00		

GL NUMBER	DESCRIPTION	2021		ACTIVITY FOR		AVAILABLE		% BDGT
		AMENDED BUDGET		MONTH 06/01/2021		BALANCE		
		YTD BALANCE 06/01/2021	06/01/2021	NORMAL	INCREASE (DECREASE)	NORMAL	(ABNORMAL)	
Total Dept 215 - CLERK		60,345.00	27,946.66		5,307.67	32,398.34		46.31
Dept 247 - BOARD OF REVIEW								
101-247-702.000	Salary & Wages	900.00	1,220.00		0.00	(320.00)		135.56
101-247-710.000	Twp. Share Medicare Withholding	15.00	17.69		0.00	(2.69)		117.93
101-247-715.000	Twp. Share Soc. Sec. Withholdg	60.00	75.64		0.00	(15.64)		126.07
101-247-900.000	Printing & Publishing	100.00	70.75		0.00	29.25		70.75
101-247-960.000	Education	750.00	190.00		0.00	560.00		25.33
Total Dept 247 - BOARD OF REVIEW		1,825.00	1,574.08		0.00	250.92		86.25
Dept 253 - TREASURER								
101-253-702.000	Salary & Wages	31,200.00	13,000.00		2,600.00	18,200.00		41.67
101-253-702.010	Salary & Wages Deputy	3,850.00	1,756.00		336.00	2,094.00		45.61
101-253-710.000	Twp. Share Medicare Withholding	510.00	213.94		42.56	296.06		41.95
101-253-714.000	Health Insurance	6,400.00	1,847.34		384.10	4,552.66		28.86
101-253-715.000	Twp. Share Soc. Sec. Withholdg	2,175.00	914.89		182.04	1,260.11		42.06
101-253-720.000	Medical Reimbursement	1,200.00	60.93		0.00	1,139.07		5.08
101-253-727.000	Office Supplies	450.00	420.95		354.75	29.05		93.54
101-253-740.000	Operating Supplies	1,250.00	609.61		0.00	640.39		48.77
101-253-801.000	Professional Services	4,750.00	701.00		0.00	4,049.00		14.76
101-253-975.000	Capital Outlay under \$10,000	1,000.00	0.00		0.00	1,000.00		0.00
Total Dept 253 - TREASURER		52,785.00	19,524.66		3,899.45	33,260.34		36.99
Dept 257 - ASSESSOR								
101-257-740.000	Operating Supplies	300.00	0.00		0.00	300.00		0.00
101-257-801.000	Professional Services	4,000.00	2,100.93		0.00	1,899.07		52.52
101-257-801.005	Contractual Assessor	40,000.00	12,133.32		0.00	27,866.68		30.33
101-257-801.006	Tax Tribunal Appeals	15,000.00	9,973.00		0.00	5,027.00		66.49
101-257-860.000	MILEAGE	2,000.00	0.00		0.00	2,000.00		0.00
Total Dept 257 - ASSESSOR		61,300.00	24,207.25		0.00	37,092.75		39.49
Dept 262 - ELECTIONS								
101-262-702.000	SALARY AND WAGES	2,500.00	1,678.65		1,678.65	821.35		67.15
101-262-727.000	SUPPLIES	200.00	18.99		12.99	181.01		9.50
101-262-740.000	Operating Supplies	1,750.00	2,566.12		0.00	(816.12)		146.64

GL NUMBER	DESCRIPTION	2021		YTD BALANCE		ACTIVITY FOR		AVAILABLE		% BDGT
		AMENDED BUDGET		06/01/2021		MONTH 06/01/2021		BALANCE		
				NORMAL	(ABNORMAL)	INCREASE	(DECREASE)	NORMAL	(ABNORMAL)	
101-262-801.000	Professional Services	200.00		0.00		0.00		200.00		0.00
101-262-860.000	MILEAGE	50.00		0.00		0.00		50.00		0.00
101-262-900.000	Printing & Publishing	100.00		0.00		0.00		100.00		0.00
101-262-960.000	Education	100.00		0.00		0.00		100.00		0.00
Total Dept 262 - ELECTIONS		4,900.00		4,263.76		1,691.64		636.24		87.02
Dept 265 - TOWNSHIP HALL & GROUNDS										
101-265-702.000	Salary & Wages	2,500.00		302.25		185.25		2,197.75		12.09
101-265-702.200	Salary & Wages Snowplowing	400.00		259.94		0.00		140.06		64.99
101-265-710.000	Twp. Share Medicare Withholding	25.00		8.16		2.69		16.84		32.64
101-265-715.000	Twp. Share Soc. Sec. Withholdg	100.00		34.85		11.48		65.15		34.85
101-265-740.000	Operating Supplies	250.00		0.00		0.00		250.00		0.00
101-265-775.000	Repair & Maintenance Supplies	400.00		0.00		0.00		400.00		0.00
101-265-801.000	Professional Services	100.00		0.00		0.00		100.00		0.00
101-265-920.000	Public Utilities	4,000.00		1,627.87		219.75		2,372.13		40.70
101-265-930.000	Repair & Maintenance	2,000.00		1,041.72		21.37		958.28		52.09
101-265-932.000	Grounds maintenance	500.00		0.00		0.00		500.00		0.00
101-265-933.000	Snowplowing	0.00		193.28		0.00		(193.28)		100.00
101-265-978.000	Capital Outlay \$10,000 and above	155,000.00		145,360.42		0.00		9,639.58		93.78
Total Dept 265 - TOWNSHIP HALL & GROUNDS		165,275.00		148,828.49		440.54		16,446.51		90.05
Dept 276 - TOWNSHIP CEMETERIES										
101-276-702.000	Salary & Wages	8,500.00		1,100.25		1,100.25		7,399.75		12.94
101-276-702.015	Salary & Wages Mangement	26,000.00		8,126.64		3,222.38		17,873.36		31.26
101-276-702.016	Salary & Wages Clerical Mangement	9,000.00		6,786.01		102.38		2,213.99		75.40
101-276-702.020	Salary & Wages Clerical Help	6,500.00		2,163.00		442.50		4,337.00		33.28
101-276-702.100	SALARY & WAGES: UNEMPLOYMENT	6,000.00		0.00		0.00		6,000.00		0.00
101-276-702.200	Salary & Wages Snowplowing	500.00		260.13		0.00		239.87		52.03
101-276-702.300	Health Insurance Buyout	1,800.00		750.00		150.00		1,050.00		41.67
101-276-710.000	Twp. Share Medicare Withholding	760.00		278.20		72.75		481.80		36.61
101-276-715.000	Twp. Share Soc. Sec. Withholdg	3,245.00		1,189.55		311.10		2,055.45		36.66
101-276-720.000	Medical Reimbursement	1,500.00		0.00		0.00		1,500.00		0.00
101-276-727.000	Office Supplies	200.00		519.02		0.00		(319.02)		259.51
101-276-740.000	Operating Supplies	4,000.00		943.40		169.21		3,056.60		23.59
101-276-801.000	Professional Services	3,200.00		663.00		0.00		2,537.00		20.72

GL NUMBER	DESCRIPTION	2021		YTD BALANCE		ACTIVITY FOR		AVAILABLE		
		AMENDED BUDGET		06/01/2021		MONTH 06/01/2021		BALANCE		
				NORMAL	(ABNORMAL)	INCREASE	(DECREASE)	NORMAL	(ABNORMAL)	% BDGT
101-276-801.010	MANPOWER	6,000.00		0.00		0.00		6,000.00		0.00
101-276-801.020	PROF. SERVICES GRAVE OPENING/CLOSING	10,000.00		2,800.00		1,700.00		7,200.00		28.00
101-276-850.000	Communication	1,350.00		609.90		0.00		740.10		45.18
101-276-850.100	Cell Phone	360.00		90.00		0.00		270.00		25.00
101-276-860.000	Transportation	200.00		0.00		0.00		200.00		0.00
101-276-900.000	Printing & Publishing	100.00		0.00		0.00		100.00		0.00
101-276-920.000	Public Utilities	2,500.00		1,135.02		151.24		1,364.98		45.40
101-276-930.000	Repair & Maintenance	6,000.00		2,378.05		509.87		3,621.95		39.63
101-276-960.000	Education	500.00		0.00		0.00		500.00		0.00
101-276-965.000	Insurance & Bonds	3,000.00		494.42		168.02		2,505.58		16.48
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	2,000.00		0.00		0.00		2,000.00		0.00
101-276-978.000	Capital Outlay \$10,000 and above	11,000.00		0.00		0.00		11,000.00		0.00
Total Dept 276 - TOWNSHIP CEMETERIES		114,615.00		30,286.59		8,099.70		84,328.41		26.42
Dept 330 - LIQUOR LAW ENFORCEMENT										
212-330-801.000	Professional Services	5,600.00		6,311.80		0.00		(711.80)		112.71
Total Dept 330 - LIQUOR LAW ENFORCEMENT		5,600.00		6,311.80		0.00		(711.80)		112.71
Dept 336 - FIRE DEPARTMENT										
206-336-702.000	Salary & Wages	48,000.00		19,999.26		4,000.64		28,000.74		41.67
206-336-702.025	Salary & Wages Reports	1,200.00		477.00		75.00		723.00		39.75
206-336-702.030	Salary & Wages Preincident Surveys	2,500.00		0.00		0.00		2,500.00		0.00
206-336-702.050	Salary & Wages First Responder	20,000.00		8,333.83		1,666.75		11,666.17		41.67
206-336-702.080	Chief Salary & Wages	12,875.00		5,208.35		1,041.67		7,666.65		40.45
206-336-702.085	Ass't Chiefs Salary & Wages	10,300.00		4,291.65		858.33		6,008.35		41.67
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	1,385.00		555.48		110.80		829.52		40.11
206-336-715.000	Twp. Share Soc. Sec. Withholdg	5,920.00		2,375.23		473.83		3,544.77		40.12
206-336-727.000	Office Supplies	500.00		301.05		0.00		198.95		60.21
206-336-740.000	Operating Supplies	14,000.00		3,642.07		140.22		10,357.93		26.01
206-336-801.000	Professional Services	1,500.00		460.02		175.02		1,039.98		30.67
206-336-850.000	Communication	4,000.00		1,512.11		0.00		2,487.89		37.80
206-336-860.000	Transportation	100.00		0.00		0.00		100.00		0.00
206-336-880.000	Community Promotion	750.00		0.00		0.00		750.00		0.00

GL NUMBER	DESCRIPTION	2021		YTD BALANCE		ACTIVITY FOR		AVAILABLE		% BDGT
		AMENDED BUDGET		06/01/2021		MONTH 06/01/2021		BALANCE		
				NORMAL	(ABNORMAL)	INCREASE	(DECREASE)	NORMAL	(ABNORMAL)	
		50.00		0.00		0.00		50.00		0.00
206-336-900.000	Printing & Publishing									
206-336-920.000	Public Utilities	10,000.00		3,820.50		330.48		6,179.50		38.21
206-336-930.000	Repair & Maintenance	22,000.00		10,838.76		1,330.79		11,161.24		49.27
206-336-933.000	Snowplowing	0.00		74.90		0.00		(74.90)		100.00
206-336-935.000	Bldg. & Grounds Repair & Maintenance	1,000.00		0.00		0.00		1,000.00		0.00
206-336-958.000	Membership & Dues	300.00		0.00		0.00		300.00		0.00
206-336-960.000	Education	2,500.00		333.84		0.00		2,166.16		13.35
206-336-965.000	Insurance & Bonds	29,000.00		11,068.14		840.08		17,931.86		38.17
206-336-975.000	Capital Outlay under \$10,000	20,000.00		0.00		0.00		20,000.00		0.00
206-336-994.000	Contract Payment Principal	25,000.00		0.00		0.00		25,000.00		0.00
	Total Dept 336 - FIRE DEPARTMENT	233,380.00		73,292.19		11,043.61		160,087.81		31.40
Dept 371 - BUILDING INSPECTION DEPARTMENT										
249-371-702.000	Salary & Wages	10,000.00		3,562.00		624.00		6,438.00		35.62
249-371-702.020	Salary & Wages Clerical Help	17,500.00		7,656.19		1,466.25		9,843.81		43.75
249-371-703.000	Salary & Wages Electrical Insp	4,500.00		2,528.33		842.03		1,971.67		56.19
249-371-704.000	Salary & Wages Plbg-Mech Insp	7,600.00		6,001.09		549.70		1,598.91		78.96
249-371-705.000	SAL & WAGES SITE PLAN REVIEW	3,000.00		1,000.00		100.00		2,000.00		33.33
249-371-710.000	Twp. Share Medicare Withholding	445.00		300.84		51.94		144.16		67.60
249-371-715.000	Twp. Share Soc. Sec. Withholdg	1,900.00		1,286.35		222.07		613.65		67.70
249-371-727.000	Office Supplies	150.00		0.00		0.00		150.00		0.00
249-371-740.000	Operating Supplies	150.00		0.00		0.00		150.00		0.00
249-371-801.000	Professional Services	1,000.00		0.00		0.00		1,000.00		0.00
249-371-850.100	Cell Phone	180.00		75.00		15.00		105.00		41.67
249-371-860.000	Transportation	1,500.00		468.72		108.64		1,031.28		31.25
249-371-900.000	Printing & Publishing	100.00		0.00		0.00		100.00		0.00
249-371-940.000	Rent & Expenses	7,500.00		1,875.00		0.00		5,625.00		25.00
249-371-958.000	Membership & Dues	200.00		65.00		0.00		135.00		32.50
249-371-960.000	Education	1,200.00		0.00		0.00		1,200.00		0.00
	Total Dept 371 - BUILDING INSPECTION DEPARTMENT	56,925.00		24,818.52		3,979.63		32,106.48		43.60
Dept 444 - SIDEWALKS										
203-444-991.050	LOAN PAYMENT (to revolving loan fund)	49,900.00		0.00		0.00		49,900.00		0.00
203-444-996.050	INTEREST (to revolving loan fund)	2,000.00		0.00		0.00		2,000.00		0.00
	Total Dept 444 - SIDEWALKS	51,900.00		0.00		0.00		51,900.00		0.00

GL NUMBER	DESCRIPTION	2021		ACTIVITY FOR		AVAILABLE		% BDGT
		AMENDED BUDGET		MONTH 06/01/2021		BALANCE		
		NORMAL	(ABNORMAL)	INCREASE	(DECREASE)	NORMAL	(ABNORMAL)	
Dept 446 - HIGHWAYS & STREETS								
101-446-805.000	Contractual Services Roads	125,000.00	0.00	0.00	0.00	125,000.00	0.00	0.00
204-446-805.000	Contractual Services	225,000.00	0.00	0.00	0.00	225,000.00	0.00	0.00
Total Dept 446 - HIGHWAYS & STREETS		350,000.00	0.00	0.00	0.00	350,000.00	0.00	0.00
Dept 448 - STREET LIGHTS								
101-448-920.000	Public Utilities	9,500.00	2,838.88	39.76	39.76	6,661.12	29.88	29.88
Total Dept 448 - STREET LIGHTS		9,500.00	2,838.88	39.76	39.76	6,661.12	29.88	29.88
Dept 521 - SEWER FUND								
590-521-702.000	Salary & Wages	8,000.00	3,333.35	666.67	666.67	4,666.65	41.67	41.67
590-521-702.200	Salary & Wages Snowplowing	500.00	259.94	0.00	0.00	240.06	51.99	51.99
590-521-710.000	Twp. Share Medicare Withholding	125.00	52.12	9.67	9.67	72.88	41.70	41.70
590-521-714.000	Health Insurance	1,600.00	923.64	192.04	192.04	676.36	57.73	57.73
590-521-715.000	Twp. Share Soc. Sec. Withholdg	530.00	222.76	41.33	41.33	307.24	42.03	42.03
590-521-720.000	Medical Reimbursement	300.00	20.00	0.00	0.00	280.00	6.67	6.67
590-521-740.000	Operating Supplies	800.00	93.84	0.00	0.00	706.16	11.73	11.73
590-521-775.000	Repair & Maintenance Supplies	800.00	0.00	0.00	0.00	800.00	0.00	0.00
590-521-801.000	Professional Services	20,000.00	7,382.50	1,175.00	1,175.00	12,617.50	36.91	36.91
590-521-801.050	Miss Digg's	2,500.00	0.00	0.00	0.00	2,500.00	0.00	0.00
590-521-804.000	Contract Payment to City B.R.	300,000.00	199,582.99	115,734.35	115,734.35	100,417.01	66.53	66.53
590-521-805.000	Contractual Services	24,000.00	7,985.68	0.00	0.00	16,014.32	33.27	33.27
590-521-805.100	Extra Contractual Services	17,000.00	3,314.31	0.00	0.00	13,685.69	19.50	19.50
590-521-920.000	Public Utilities	30,000.00	11,925.57	1,900.57	1,900.57	18,074.43	39.75	39.75
590-521-930.000	Repair & Maintenance	28,000.00	(252.00)	0.00	0.00	28,252.00	(0.90)	(0.90)
590-521-935.000	Bldg. & Grounds Repair & Maintenance	300.00	0.00	0.00	0.00	300.00	0.00	0.00
590-521-958.000	Membership & Dues	350.00	0.00	0.00	0.00	350.00	0.00	0.00
590-521-965.000	Insurance & Bonds	3,000.00	2,535.00	0.00	0.00	465.00	84.50	84.50
590-521-968.000	Depreciation	83,000.00	0.00	0.00	0.00	83,000.00	0.00	0.00
590-521-975.000	Capital Outlay under \$10,000	2,000.00	0.00	0.00	0.00	2,000.00	0.00	0.00
590-521-978.000	Capital Outlay \$10,000 and above	110,000.00	0.00	0.00	0.00	110,000.00	0.00	0.00
Total Dept 521 - SEWER FUND		632,805.00	237,379.70	119,719.63	119,719.63	395,425.30	37.51	37.51
Dept 536 - WATER								

GL NUMBER	DESCRIPTION	2021		YTD BALANCE		ACTIVITY FOR		AVAILABLE		% BDGT
		AMENDED BUDGET		06/01/2021		MONTH 06/01/2021		BALANCE		
				NORMAL	(ABNORMAL)	INCREASE	(DECREASE)	NORMAL	(ABNORMAL)	
591-536-702.200	Salary & Wages Snowplowing	350.00		0.00		0.00		350.00		0.00
591-536-710.000	Twp. Share Medicare Withholding	5.00		0.00		0.00		5.00		0.00
591-536-715.000	Twp. Share Soc. Sec. Withholding	20.00		0.00		0.00		20.00		0.00
591-536-740.000	Operating Supplies	1,400.00		1,381.24		0.00		18.76		98.66
591-536-801.000	Professional Services	225.00		0.00		0.00		225.00		0.00
591-536-805.000	Contractual Services	10,000.00		2,703.32		520.83		7,296.68		27.03
591-536-920.000	Public Utilities	7,500.00		3,688.35		559.00		3,811.65		49.18
591-536-930.000	Repair & Maintenance	1,500.00		1,841.97		0.00		(341.97)		122.80
	Total Dept 536 - WATER	21,000.00		9,614.88		1,079.83		11,385.12		45.79
Dept 567 - CEMETERY										
401-567-978.000	Capital Outlay \$10,000 and above	35,000.00		0.00		0.00		35,000.00		0.00
	Total Dept 567 - CEMETERY	35,000.00		0.00		0.00		35,000.00		0.00
Dept 721 - PLANNING COMMISSION										
101-721-702.000	SALARY AND WAGES	7,500.00		1,914.01		366.56		5,585.99		25.52
101-721-702.030	Salary & Wages Per Diems	3,500.00		950.00		450.00		2,550.00		27.14
101-721-710.000	Twp. Share Medicare Withholding	160.00		41.56		11.86		118.44		25.98
101-721-715.000	Twp. Share Soc. Sec. Withholding	690.00		177.57		50.63		512.43		25.73
101-721-740.000	Operating Supplies	200.00		0.00		0.00		200.00		0.00
101-721-801.000	Professional Services	5,000.00		63.40		0.00		4,936.60		1.27
101-721-860.000	MILEAGE	400.00		105.28		0.00		294.72		26.32
101-721-900.000	Printing & Publishing	400.00		0.00		0.00		400.00		0.00
101-721-960.000	Education	1,500.00		0.00		0.00		1,500.00		0.00
	Total Dept 721 - PLANNING COMMISSION	19,350.00		3,251.82		879.05		16,098.18		16.81
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	3,000.00		0.00		0.00		3,000.00		0.00
101-728-930.000	Repair & Maintenance	500.00		0.00		0.00		500.00		0.00
	Total Dept 728 - ECONOMIC-INDUSTRIAL DEVELOPMT	4,000.00		0.00		0.00		4,000.00		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 Management	2,000.00		502.13		78.00		1,497.87		25.11

GL NUMBER	DESCRIPTION	2021		ACTIVITY FOR		AVAILABLE		% BDGT
		AMENDED BUDGET	YTD BALANCE 06/01/2021	MONTH 06/01/2021		BALANCE		
				NORMAL (ABNORMAL)	INCREASE (DECREASE)	NORMAL	(ABNORMAL)	
101-751-702.070	Park Supvr	2,700.00	300.00	300.00		2,400.00		11.11
101-751-710.000	Twp. Share Medicare Withholding	65.00	11.63	5.48		53.37		17.89
101-751-715.000	Twp. Share Soc. Sec. Withholdg	270.00	49.74	23.44		220.26		18.42
101-751-740.000	Operating Supplies	300.00	0.00	0.00		300.00		0.00
101-751-801.000	Professional Services	500.00	0.00	0.00		500.00		0.00
101-751-801.010	Manpower	300.00	0.00	0.00		300.00		0.00
101-751-920.000	Public Utilities	325.00	153.42	29.42		171.58		47.21
101-751-930.000	Repair & Maintenance	500.00	0.00	0.00		500.00		0.00
101-751-975.000	Capital Outlay under \$10,000	2,000.00	0.00	0.00		2,000.00		0.00
Total Dept 751 - PARKS & RECREATION		9,560.00	1,016.92	436.34		8,543.08		10.64
Dept 790 - LIBRARY								
271-790-991.010	Contract Payment BIG RAPIDS PUB LIB	27,600.00	29,122.86	0.00		(1,522.86)		105.52
271-790-991.020	CONTRACT PAYMENT WALTON ERICKSON LI	2,400.00	2,532.42	0.00		(132.42)		105.52
Total Dept 790 - LIBRARY		30,000.00	31,655.28	0.00		(1,655.28)		105.52
TOTAL EXPENDITURES		2,047,155.00	698,597.30	167,346.97		1,348,557.70		34.13
TOTAL REVENUES - ALL FUNDS		2,192,650.00	1,167,276.30	0.00		1,025,373.70		53.24
TOTAL EXPENDITURES - ALL FUNDS		2,047,155.00	698,597.30	167,346.97		1,348,557.70		34.13
NET OF REVENUES & EXPENDITURES		145,495.00	468,679.00	(167,346.97)		(323,184.00)		

Monthly Permit List

Item "D"

15/27/2021

Building

Permit #	Contractor	Job Address	Fee Total	Const. Value
PB21-0023	VINCENT CHRISTOPHER & TR	12260 190TH AVENUE	\$304.00	\$20,000
Work Description: 40 X 40 POLE BARN				
PB21-0025	EL BURRITO - SUITE D	15238 ISABELLA DRIVE SUITE D	\$150.00	\$5,000
Work Description: INSTALL NEW FULL GLASS DOOR TO PATIO				

Total Permits For Type: 2
Total Fees For Type: \$454.00
Total Const. Value For Type: \$25,000

Electrical

Permit #	Contractor	Job Address	Fee Total	Const. Value
PE21-0021	ROSE, CLARENCE C. ET UX	18480 12 MILE RD	\$130.00	\$0
Work Description: 200 AMP SERVICE, 8 CIRCUITS, WATER HEATER, 1 INSPECTION				
PE21-0022	FRESENIUS KIDNEY CARE	14307 NORTHLAND DRIVE	\$185.00	\$0
Work Description: GENERATOR, TRANSFER SWITCH, 2 INSPECTIONS				
PE21-0024	CURTIS, JAMES	14893 190TH AVENUE	\$345.00	\$0
Work Description: 200 AMP SERVICE, 30 CIRCUITS, LIGHTING FIXTURES, DISHWASHER, FURNACE, 220 OUTLET, 3 INSPECTIONS				
PE21-0025	ALDI INC	21481 PERRY AVE	\$558.00	\$0
Work Description: 1200 AMP SERVICE, 55 CIRCUITS, LIGHTING FIXTURES, BUSS DUCTS, 2 MOTORS, 2 INSPECTIONS				

Total Permits For Type: 4
Total Fees For Type: \$1,218.00
Total Const. Value For Type: \$0

Mechanical

Permit #	Contractor	Job Address	Fee Total	Const. Value
PM21-0046	PERDEW, SHERYL L.	23535 13 MILE RD	\$135.00	\$0
Work Description: 2 HEAT PUMPS, 1 INSPECTION				
PM21-0047	ALDI INC	21481 PERRY AVE	\$140.00	\$0
Work Description: FIRE SUPRESSION - 24 HEADS, 2 INSPECTIONS				
PM21-0048	Shane Weaver	16537 MITCHELL CREEK TRL	\$235.00	\$0
Work Description: HEATING SYSTEM, GAS PIPING, AIR TEST GAS LINES, AIR CONDITIONING, 2 EXHAUST, 2 INSPECTIONS				
PM21-0049	ALDI INC	21481 PERRY AVE	\$285.00	\$0
Work Description: (7) EVAPORATOR COILS, 1 INSPECTION				

PM21-0050	Shane Weaver	16537 MITCHELL CREEK TRL	\$110.00	\$0
Work Description: GAS BURNING FIREPLACE, GAS PIPING, 1 INSPECTION				
PM21-0051	WALSH, LEVI & MERANDA	18400 ARTHUR ROAD	\$150.00	\$0
Work Description: GAS BURNING FIREPLACE, GAS PIPING, 2 INSPECTIONS				
PM21-0052	TOBACCO OUTFITTERS	14229 NORTHLAND DRIVE	\$105.00	\$0
Work Description: RTU AIR CONDITIONING, 1 INSPECTION				
PM21-0053	ALDI INC	21481 PERRY AVE	\$195.00	\$0
Work Description: HEAT PUMP, AIR HANDLER, 2 UNIT HEATERS, 2 INSPECTIONS				
PM21-0054	LARSON ALAN	17858 190TH AVE	\$135.00	\$0
Work Description: FURNACE, AIR CONDITIONING, 1 INSPECTION				
PM21-0055	ENGLISH, PATRICK & SHANN	14638 WIGWAM LN	\$95.00	\$0
Work Description: ABOVE GROUND TANK, PIPING, 1 INSPECTION				

Total Permits For Type: 10
Total Fees For Type: \$1,585.00
Total Const. Value For Type: \$0

Plumbing

Permit #	Contractor	Job Address	Fee Total	Const. Value
PP21-0008	WALSH, LEVI & MERANDA	18400 ARTHUR ROAD	\$236.00	\$0
Work Description: 12 FIXTURES, 2 STACKS, SEWAGE EJECTOR, WATER SERVICE, 3 INSPECTIONS				
PP21-0009	ALDI INC	21481 PERRY AVE	\$95.00	\$0
Work Description: (4) FIXTURES, 1 INSPECTION				
PP21-0010	Shane Weaver	16537 MITCHELL CREEK TRL	\$181.00	\$0
Work Description: (11) FIXTURES, (2) STACKS, WATER DISTRIBUTION, 2 INSPECTIONS				
PP21-0011	PELLERITO RYAN & KARA	18685 GARFIELD ROAD	\$234.00	\$0
Work Description: 12 FIXTURES, 3 STACKS, WATER SERVICE, DISTRIBUTION, 3 INSPECTIONS				

Total Permits For Type: 4
Total Fees For Type: \$746.00
Total Const. Value For Type: \$0

Report Summary

Population: All Records
 Permit.DateIssued Between
 5/1/2021 12:00:00 AM AND
 5/31/2021 11:59:59 PM

Grand Total Fees:	\$4,003.00
Grand Total Permits:	20
Grand Total Const. Value:	\$25,000

Big Rapids Charter Township

Cemetery and Grounds Monthly Report *May 2021*

Activity:

- 1- Mowing.
- 2- Fixing of equipment.
- 3- Flags
- 4- Full Burials = 3 cremains. = 3.
- 5- Foundation orders =11

Month summary:

Scott started back May 3rd. We have had several rain days. Been very busy with foundations, burials and mowing. Getting BRT office, cemetery, park and Ind. Park mowed and weed whipped. Had 2 mowers go down. Both up and running. Corrections is not running, placed an ad at FSU but no calls. Had 1 corrections guy here to complete some hours, but we have only had him for about 15 hours this month.

Marc Veldman
Grounds Manager

FIRE DEPARTMENT REPORT
JUNE 1, 2021

General:

The department continues to run well. We saw an average call volume for May and expect that we will continue to have our seasonal low call volume for the rest of the summer. We are getting ready for our busy Public Relations season as well with the Mecosta County Free Fair advising that they will be in full swing this year. We are looking forward to connecting with the community again and anticipate that many events will have increased attendance this summer.

The Mecosta County Fire Chief's Assistance To Firefighters Grant through FEMA has received some positive feedback from FEMA and it appears that we may be on to the next phase at this time. This is the Grant to replace our outdated and partially unserviceable SCBA packs. We hope to hear more positive news soon.

Call Volume:

Total calls for the month of May 2021: 25

13 Medical, 0 Structure Fire, 2 Grass Fire/Controlled Burn, 0 Auto Accident, 1 Power Line Down, 1 Vehicle Fire, 0 Smoke/Odor, 0 Dumpster Fire, 5 Cover/Service/Standby, 0 Collapse, 0 Gas Leak, 0 Inspection, 0 Airport Emergency, 1 Fire Alarm, 0 Water Rescues, 0 Fire Investigation, 0 Haz-Mat, 0 Elevator/Technical Rescue and 0 Drone Activations.

Year to Date Call volume 2021: 155

Year to Date Response Times:

Turnout Time (dispatch to truck en-route): 5 minutes and 40 seconds.

Response Time (dispatch to on scene): 10 minutes and 54 seconds.

Year to Date Call Locations:

BR TWP	129
Austin	
Big Prairie	
City of Big Rapids	12
Ewart	
Colfax TWP	2
Green	2
Mecosta TWP	
Morley	
Morton TWP	1
Barton TWP	1
Norwich TWP	1
Reed City	

Personnel:

We are currently at a roster of 21.

Our command staff are Chief Tubbs, Deputy Chief Douglass, Captain Jim Chapman, Captain Travis Williams, Lieutenant Nick Wyma and Lieutenant Adam Perez.

Training:

Training this month consisted of Mayday, Hose Streams and Search and Rescue.

Repairs Completed:

Command Unit 8 had repairs completed to the electrical system and is now back in service. Engine 1 is still having issues with valves and the top mount deck gun that are being addressed.

Station Maintenance:

The basement leak is still an issue. We are contacting companies that specialize in these type of repairs to get quotes.

Budget/Purchasing over \$2,500.00:

None at this time.

MINUTES
BIG RAPIDS CHARTER TOWNSHIP
PLANNING COMMISSION

Tuesday, May 11, 2021 --- 7:00 p.m.

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

I. CALL TO ORDER: 7:00 P.M.

Chairman Amanda Wethington called the regular meeting of the Big Rapids Charter Township Planning Commission to order at the township hall on Tuesday, May 11, 2021 at 7:00 p.m.

II. ROLL CALL:

Present: Mike Bigford, Zach Cook, Mary Davis, Gordon Oliver, Mark Sweppenheiser and Amanda Wethington. Carman Bean was absent. The record shows there is a quorum. Also present: Zoning Administrator and Recording Secretary, Timothy Kleinheksel and Township Supervisor, Bill Stanek.

III. CONFLICTS OF INTEREST:

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

IV. MINUTES:

Mrs. Wethington asked the Commission members to review the minutes of the April 13, 2021 meeting. Mr. Cook made a motion to approve the April 13, 2021 minutes as submitted. Mr. Oliver supported the motion. There was no further discussion. The motion passed unanimously with six ayes.

V. PUBLIC HEARINGS:

1. SUP21-001 American Tower, 200 E Big Beaver Road, Troy, MI; Parcel #05 023 013 300. Property is zoned commercial. Special Use request for development of a Communications Tower at 14212 Northland Drive. Mrs. Wethington called the Public Hearing to order at 7:08pm. With no public comment, the Public Hearing was closed. Anthony Amine, agent for American Tower Corporation, said they are proposing to erect a 195' Communications Tower on a 50'x50' section at the SE corner of the Township property at 14212 Northland Drive, Big Rapids. A technician will visit the site approximately once a month for routine inspection and maintenance. Mr. Sweppenheiser asked how a 195' tower is able to have a fall radius of 120'. Mr. Amine stated that the tower is a monopole that is designed to collapse within the 120' radius. Mr. Sweppenheiser pointed out that $\frac{3}{4}$ of the fall radius is on property not owned by the Township and would make it difficult to develop that area in the future. Mr. Bigford asked if someone would build within the fall radius, would the Township be protected from liability. Mr. Amine stated that in the contract for the development of the tower, it is stated that the Township would be protected from liability. The commission members reviewed the qualifying conditions for communication towers - Zoning Ordinance 153.246. The ordinance states that the base of the tower shall be fenced with a minimum five-foot high fence. Mr. Amine stated that the fence will be detailed in the drawings with the minimum five-foot high fence. Discussion followed. The special use permit standards in Ordinance 153.130 were read and discussed by the Commission members and it was determined that the tower project was within the parameters of all standards. The Big Rapids Township Zoning Board of Appeals will be meeting on May 25, 2021 to review variances allowing the tower to be erected on a parcel that is less than the required ten acres and for the tower to be located less than the required 150 feet setback from the property line. Mr. Oliver made a

motion to approve SUP21-001 contingent on ZBA approval of the variances. Mr. Bigford supported the motion. The motion passed unanimously with six ayes via roll call vote.

2. Special Use Request #SUP21-002 – Biggby Coffee, 2030 Lake Michigan Drive NW, Grand Rapids, MI; Parcel #05 016 014 300. Property is zoned Highway Exchange. Special Use request for installation of a modular drive-thru at 15400 Waldron Way. Mrs. Wethington called the Public Hearing to order at 7:40pm. With no public comment, the Public Hearing was closed. Mr. Stanek stated the request was withdrawn by Biggby and Meijer. Mr. Kleinheksel read an email from Mr. Tim Barker of Biggby which reads: "Timothy and Bill, I am sorry to send this email, but I just got a call from the developer of the Meijer outlots, Meijer has officially closed the Big Rapids location to be developed at this point. I enjoyed talking to both of you and am bummed that we aren't coming to the area at the moment." No action was taken on the request.
3. 2022-2027 Capital Improvement Plan – A public hearing to allow the Planning Commission to receive public input on the 2022-2027 Capital Improvement Plan. The Public Hearing was called to order by Mrs. Wethington at 7:45pm. With no public comment, the Public Hearing was closed. Mr. Sweppenheiser pointed out that the Planning Commission Vice Chair was re-appointed to himself at the January meeting. Mr. Sweppenheiser made a motion to accept the Capital Improvement Plan and forward it to the Board of Trustees. Mr. Cook supported the motion. The motion passed unanimously with six ayes.

VI. OLD BUSINESS:

Mr. Kleinheksel presented the final draft of the Solar Energy Ordinance for review by the Planning Commission members. Mr. Bigford suggested that the Attached Solar Systems have a qualification added to be greater than 500W. Mr. Stanek pointed out that there is a typo in the last three sections: t. u. v. should be G. H. I. Mr. Sweppenheiser made a motion to forward the proposed Ordinance to the Board of Trustees with the corrections. Mrs. Davis supported the motion. The motion passed unanimously with six ayes.

VIII. PUBLIC COMMENT:

There was no public comment.

VIII. ADJOURNMENT:

Hearing no further business for the Planning Commission, Mrs. Wethington adjourned the meeting at 8:02 p.m.

Item "H"

May 28, 2021

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

RE: Monthly Lift Station Report

Dear Bill,

May was another quiet month for the lift stations. I have nothing to report regarding the lift stations other than they are all functioning properly.

Sincerely,

Todd Shank
Northwest Kent Mechanical Co.

Item "J"

Big Rapids Township Industrial Park Water Treatment Plant Monthly Report

February 2021

All operations are normal at the plant. Maintaining a Chlorine residual of about 0.45 parts per million or mg/L. New chlorine pumps working good, still removing old ones and routing feed tubes to suction tank. Diesel fuel at about 7/8 tank and gauge seems to be working good. Sensaphone offline here and there but comes back online in a reasonable amount of time. Wolverine here to do generator maintenance last week. All pumps, variable frequency drives, Electronics, valves, gauges , pumps working good. Well number 2 delivering ample water for the distribution system. Will be starting Lead /Copper sampling in June and looks like six samples are on the sample schedule from the District 10 health dept. 3 of those samples are drinking fountains in the distribution system . Talked to one of the EGLE State Lab guys (Scott) on the phone last week about things that can cause 'interference' in taking the sensitive PFAS samples. I am not expecting to hear back from Jamie or Rebecca at District 10 Type 2 office over in Oceana County about the little note about interference on the last PFAS results, if by chance we do it would probably be to re take the sample .

**MINUTES
BIG RAPIDS CHARTER TOWNSHIP
ZONING BOARD OF APPEALS**

Tuesday, May 25, 2021 --- 7:00 p.m.

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

I. CALL TO ORDER: 7:00 P.M.

Chairman Kevin DeFever called the regular meeting of the Big Rapids Charter Township Zoning Board of Appeals to order at the township hall on Tuesday, May 25, 2021 at 7:00 p.m.

II. ROLL CALL:

Present: Kevin DeFever, Mark MacIver, John Zimmerman, and Amanda Wethington. The record shows there is a quorum. Also present: Zoning Administrator and Recording Secretary, Timothy Kleinhessel and Township Supervisor, Bill Stanek.

III. CONFLICTS OF INTEREST:

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

IV. ZBA21-002 KEVIN LAMB:

Mr. Kevin Lamb is appealing the decision of the Planning Commission for a Planned Unit Development (PUD) preliminary application. This PUD would be for the NE 10.47 acres that is part of Parcel # 05-026-011-000. Using a PUD will allow for parcel splits as indicated on the survey by Mid-Michigan Engineering dated 04-13-21. Mr. Lamb stated that he purchased the property for his principal residence and would like to offer the land adjacent to the Golfview Subdivision to the owners of the parcels in that area. There was a good number of public in attendance with no one speaking against the division. After fielding questions from the public including Homesteading and adjacent parcels, Mr. DeFever asked for discussion by the Board of Appeals members. Mrs. Wethington stated that the Planning Commission had no problem with the division of the land, but questioned the PUD as the instrument in this case. Mr. Stanek said he conferred with Mr. David Kirwin – Big Rapids Township Assessor – and Mr. Kirwin agreed that a PUD is the correct instrument to be used. Mr. Mclver asked if the land could be used as a common area. Mr. Lamb stated that the Golfview association would not have sufficient revenue to accomplish a common area. Mr. Zimmerman asked how many land owners were interested in buying a parcel. Mr. Lamb stated that there were 17 buyers. Mr. DeFever suggested that in the future sale of any lot that has an adjoining parcel, the parcels should be included in the sale agreement. Mr. Zimmerman made a motion to approve the parcel splits with the stipulation that the parcels must be sold with the subdivision lots. The motion was supported by Mrs. Wethington. There was no further discussion. The motion passed unanimously with four ayes via roll call vote. Mr. Stanek then informed Mr. Lamb that according to legal counsel, the next step would be to bring the final application to the Planning Commission. The Planning Commission would need to confirm that it matches the preliminary application with the stipulation requested by the ZBA.

V. ZBA21-001 AMERICAN TOWER:

Mr. Anthony Amine, agent for American Tower Corporation, is requesting variances to allow for a new 195' monopole communications tower to be constructed on the property of Big Rapids Charter Township at 14212 Northland Drive. The original site plan was approved by the Planning Commission on May 11, 2021 and the approval created a non-conforming parcel that is less than the minimum ten acres in size and a setback that is less than the required 150 feet from the property line. This variance will allow for the removal of the non-conforming conditions and create a record of the variance. Mr. Amine presented the request for the variances stating that American Tower plans to erect the tower at the SE corner of the Township property. Mr. DeFever asked if there were any guy wires needed for the tower. Mr. Amine stated that no guy wires were needed. Mr. Zimmerman inquired as to the diameter of the tower at the base. Mr. Amine stated that the diameter was approximately six feet. Mr. Zimmerman commented with a possible concern of interference with communications with the proximity to the Fire Department and the Township offices. Mr. Amine stated that he has not heard of any interference problems with any of their towers. Mr. Stanek stated that the wording of the contract between the Township and American Tower will include verbiage that American Tower will be responsible to correct any issue with interference. Mr. Zimmerman made a motion to approve the variance of the parcel being less than ten acres in size. Mr. McIver supported the motion. There was no further discussion. The motion passed unanimously with four ayes via roll call vote. Mrs. Wethington made a motion to approve the variance of the setback being less than the required 150 feet from the property line. Mr. Zimmerman supported the motion. There was no further discussion. The motion passed unanimously with four ayes via roll call vote.

VI. ADJOURNMENT:

Hearing no further business for the Zoning Board of Appeals, Mr. DeFever adjourned the meeting at 7:38 p.m.

**CEMETERY COMMITTEE
MINUTES
MAY 4, 2021
1:00 PM
Meeting at the township office**

**Alma Wortley, Carmen Bean, Marc Veldman, Jami Haner, Bill Stanek present.
Gary Gawne, Rosemary Jennings, Mary Hively, Penny Currie absent.**

- 1. In Gary's absence, the meeting was begun by Supervisor Stanek at 1:00 pm at the township hall.**
- 2. Copies of Marc's April report were passed out.**
- 3. Equipment needs were discussed. New mower is in the township's possession. Will look into selling the old mower.**
- 4. Marc reported there are still labor needs. At this time, he only has Scott. In need of a 3rd person, but Manpower has no one available. Has had no luck with FSU and Corrections is not running crews right now due to COVID.**
- 5. There was a discussion regarding Patton Monument not following procedures, i.e, driving over burial lots, moving headstones. Marc informed the committee that it is illegal to drive over burial sites. Patton dropped off, without informing, a 3rd monument on a site when there are only 2 allowed. Bill Stanek to follow up with Patton regarding these issues and the need for 3rd monument that was dropped off to be picked up as it is not allowed.**
- 6. Scatter grounds – discussed the possibility of putting railing in front of the hill, having a boardwalk that is ADA accessible, not too modern. Flowers need to be put in first.**
- 7. Green burials – it was discussed that green burials are the new trend, but unsure if that is what the cemetery should do. Concern was voiced as to what affects it would have on the environment, well water, etc. Carman indicated he would do some research on the subject.**
- 8. Next meeting to be held sometime in July.**
- 9. Meeting adjourned.**

Jami Haner, Office Manager

Item "L"

Fire Committee Meeting

5-20-2021

7:00 PM

Aaron Holsworth, Perry Douglas, Jim Tubbs, Hannah Saez, Jerry Everett, and Bill Stanek present
Also present was Chuck Bailey.

Bill introduced Chuck who is interested in joining this committee.

Financial expenses were discussed with year to date looking very good.

Jim updated the committee on the grant that was applied for wild fire gear. They have responded with some questions, so it is still in the works.

The big grant for the air packs that we are in joint on with the other local departments has not yet been awarded.

He said that they are in process of applying for one from our insurance company for back up cameras for the trucks that do not have them. Bill stated that he continues to receive e-mails asking us to apply for this one from the company.

Discussed the two quotes that we have for door locks. The one that is a little higher has key fobs on it and Bill will check to see if we used cards if that would lower the quote.

Arron and Jim will be working on the paint for the big truck.

Turn out gear was discussed and if we are going to meet our goal of rotating. we need to have a quote to take to the board. Perry will get quote.

Jim will get a quote on repairing the basement wall by our next meeting.

Meeting ending at 8:15

Bill Stanek, acting secretary

Supervisor's Report

May 2021

May has been a fairly easy month.

Things seem to be moving ahead on the cell tower. Zoning clearance and needed variances have been applied for. Some soil samples should be taken this week or next. If everything keeps moving forward, the company should be ready to sign the final contract and get us some money soon.

We are still getting a lot of questions on building or property.

I have been working with the city trying to collect money on the Hillcrest/Oakwood townhouses' sewer bills. The water and sewer bills owed to the city was almost a hundred thousand. Over \$48,000 is owed to us for sewer at Oakwood plus about \$8300 in past due personal property tax. The city worked out a deal for half now and making regular payments in the future. I asked for the same and offered them an extra ten days to get our first check. The city did have to start by shutting the water off at Hillcrest. They are supposed to have us a check by 8:00 a.m. on Tuesday the 1st. If not, we will have the city shut the water off. One feels bad for the tenants knowing they have paid their rent, but this is the only way to get management's attention.

The tax tribunal prehearing conference for Wal-Mart is scheduled for 9:15 on July 9, 2021. Eric Williams will be at our meeting to bring us up to date.

This month I have received a lot of phone calls from the people that want to purchase property behind Golfview subdivision. I have also received several calls from 23890 15 Mile Road. I have also been out and looked at the skid marks and trees. The resident lives on a curve and has had several accidents in their yard lately. They have complained to the road commission and us as well as MDOT and EGLE. They live on a curve, and drunks miss the curve at night. I don't know of anything we can do for them.

I have also been working with the Career Center house that is being built. Somehow, they had a boundary stack in the wrong place. After two years the house is almost finished, and it extends over the lot line 8 to 10 feet. Luckily, they own the other lot, and it is big enough that they can sell part of the second lot with the first one and still have enough area to legally build on the next lot.

Over the last few months, I have attended a few extra MCDC meetings. Jim Sandy is retiring, and we have been looking at options for maybe going in a new direction in the future. At this point we have advertised for a person to replace Jim. We will see what kind of applicants we receive.

This month I attended our planning commission, cemetery committee, fire committee, and ZBA meetings in person. I also attended the city/Green Township meeting, the county/city/Ferris meeting, and one city commission meeting by Zoom.

Thanks,
Bill

Item "N"

40' 0"

Mechanical
5-6 x 7-0

ADA Restroom
6-6 x 7-0

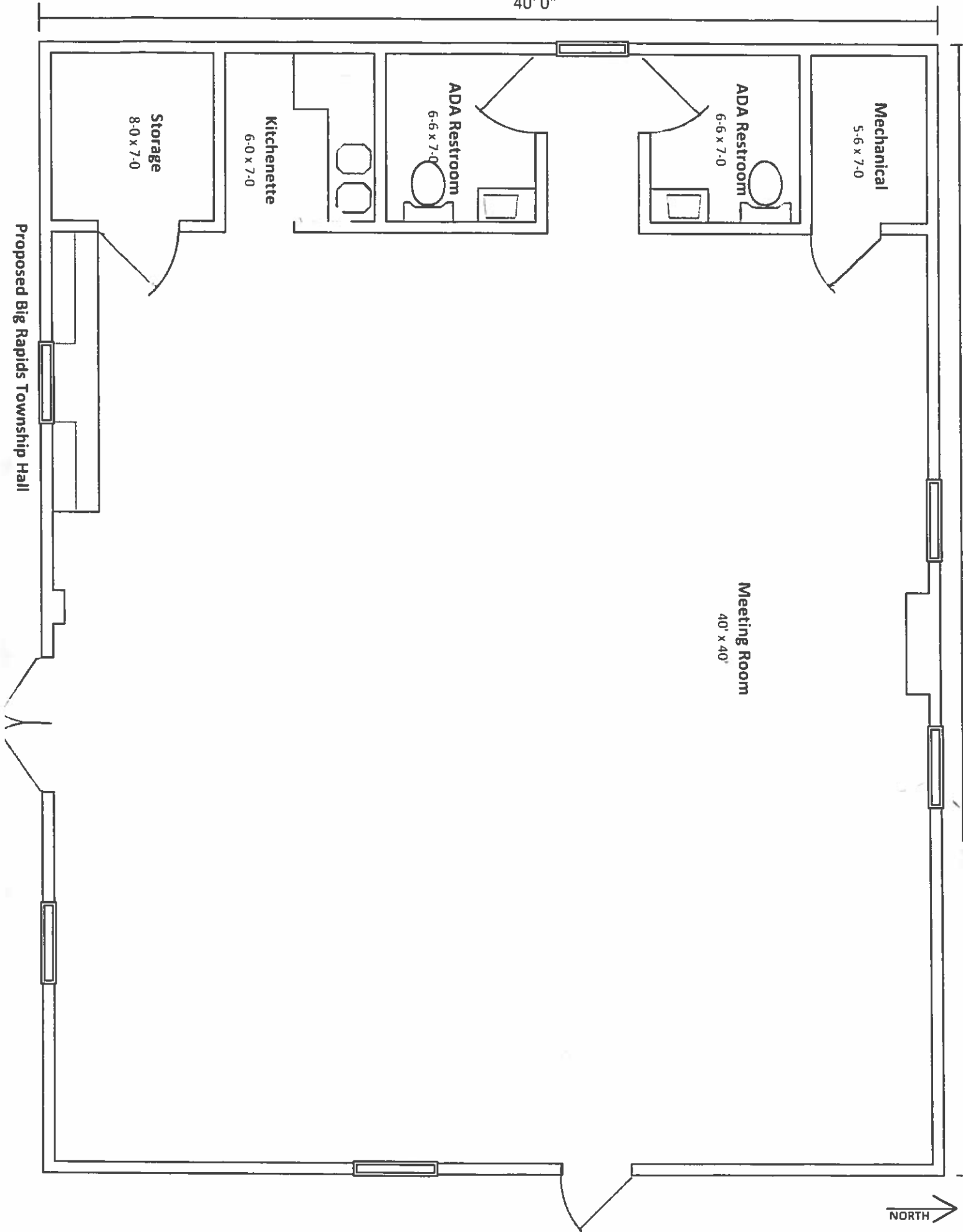
ADA Restroom
6-6 x 7-0

Kitchenette
6-0 x 7-0

Storage
8-0 x 7-0

Meeting Room
40' x 40'

Proposed Big Rapids Township Hall





Elite Signs
14625 205th Ave.
Big Rapids, MI 49307 US
231-629-8376
sales@elitebigrapids.com
www.elitesigncompany.com

Estimate

ADDRESS

Big Rapids Township
14212 Northland Dr.
Big Rapids, MI 49307

ESTIMATE # 1498

DATE 05/26/2021

ACTIVITY	QTY	RATE	AMOUNT
Sales Removal and disposal of existing sign panels and installation of 2 new 10ft. x 4ft. poly panels w/translucent vinyl graphics	1	1,974.00	1,974.00
	TOTAL		\$1,974.00

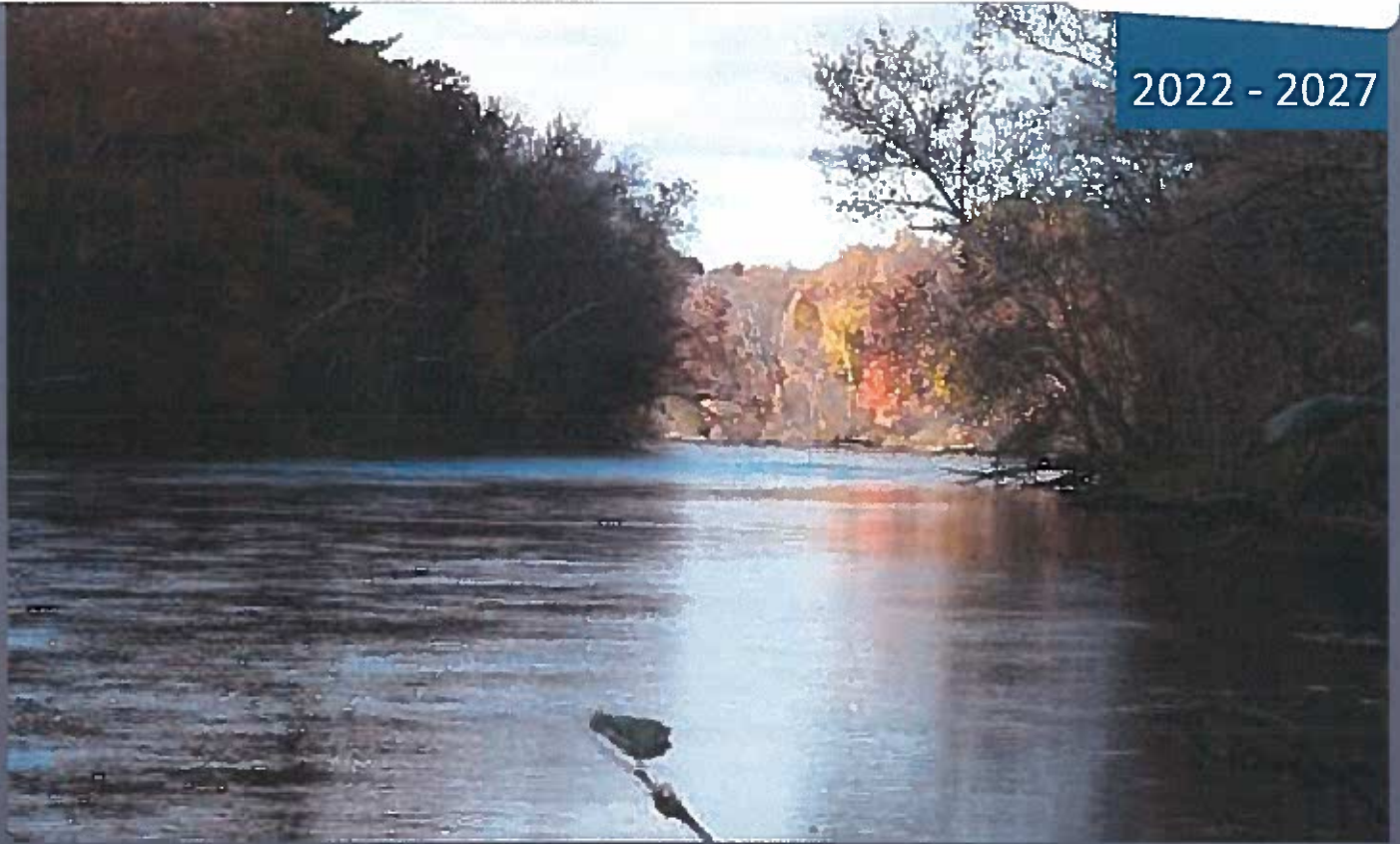
Accepted By

Accepted Date

Thank you for your business

Item "O"

2022 - 2027



Capital Improvement Plan

**AMANDA WETHINGTON, PLANNING COMMISSION CHAIRPERSON
TIMOTHY KLEINHEKSEL, ZONING ADMINISTRATOR**

BIG RAPIDS CHARTER TOWNSHIP | 14212 Northland Drive, Big Rapids, MI 49307

Acknowledgements

Board of Trustees

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

Planning Commission

Amanda Wethington, Chair
Mark Sweppenheiser, Vice Chair
Carman Bean, Board Rep.
Mike Bigford
Zachary Cook
Mary Davis
Gordon Oliver

Departments

James Tubbs, Fire Chief
Marc Veldman, Cemetery and Grounds Manager
Timothy Kleinheksel, Building and Zoning Department Manager
David Molnar, Road Committee Chair

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Introduction

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

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

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

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

Mission Statement

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

CIP and Budget Process

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

as the operating budget is funded with recurring annual revenues such as taxes, licenses, fines, user fees, and interest income.

Definition

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

CIP Process

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

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

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

Project Analysis and Prioritization

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

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

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

Capital Improvement Approval

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

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

	Budget Year						TOTAL
	2022	2023	2024	2025	2026	2027	
CIP Funds Budgeted	\$ 650,000	\$ 650,000	\$ 600,000	\$ 1,300,000	\$ 600,000	\$ 600,000	\$ 5,000,000
Total CIP Request	\$ 668,500	\$ 508,000	\$ 606,000	\$ 1,361,000	\$ 1,161,000	\$ 481,500	\$ 5,421,000
(Over)/Under	(\$18,500)	\$142,000	(\$6,000)	(\$61,000)	(\$561,000)	\$118,500	(\$421,000)

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

Budget Years CIP Forecast							
CIP Projects	Budget Year						TOTAL
	2022	2023	2024	2025	2026	2027	
Special Fund Items							
Fire Department	\$ 10,000	\$ 26,000	\$ 26,000	\$ 26,000	\$ 676,000	\$ 26,000	\$ 790,000
Roads	\$ 230,000	\$ 235,000	\$ 235,000	\$ 240,000	\$ 240,000	\$ 240,000	\$ 1,420,000
Sewer	\$ 120,000	\$ 45,000	\$ 40,000	\$ 905,000	\$ 30,000	\$ 25,000	\$ 1,165,000
Water							
General Fund Items							
Cemetery	\$43,500	\$15,000	\$ 10,000	\$ 10,000	\$ 35,000	\$ 10,500	\$ 124,000
Clerk							\$ -
Elections							\$ -
Industrial Development							\$ -
Miscellaneous							\$ -
Parks		\$ 7,000	60000				\$ 67,000
Streets	\$ 180,000	\$ 180,000	\$ 180,000	\$ 180,000	\$ 180,000	\$ 180,000	\$ 1,080,000
Street Lights							\$ -
Sidewalks	\$ 15,000		\$ 55,000				\$ 70,000
Township Board							\$ -
Township Hall and Grounds	\$ 70,000						\$ 70,000
Treasurer							\$ -
TOTAL GENERAL FUND	\$ 308,500	\$ 202,000	\$ 305,000	\$ 190,000	\$ 215,000	\$ 190,500	\$ 1,696,000
TOTAL	\$ 668,500	\$ 508,000	\$ 606,000	\$ 1,361,000	\$ 1,161,000	\$ 481,500	\$ 4,786,000

GENERAL FUND

The General Fund is the fund that is responsible for many of the daily operations of Big Rapids Charter Township. The fund has two major revenue sources: property tax and state shared revenue. Collectively, these two revenue items are responsible for over 75% of General Fund income.

Projects marked with ** indicate multiple years of funding.

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

GENERAL FUND FISCAL YEAR 2022

Cost	Department	Rank	Description
\$ 70,000	Township Hall	1	Remodel new Township Hall
\$ 15,000	Sidewalks	3	Build Sidewalk in front of Township
\$ 35,000	Cemetery	1	Purchase new pickup to replace 2005 GMC
\$ 8,500	Cemetery	2	Purchase new Landmaster to replace Gator
\$180,000	Streets***	1	Annual Road repair work.
\$ 308,500	TOTAL		

GENERAL FUND FISCAL YEAR 2023

Cost	Department	Rank	Description
\$ 15,000	Cemetery	2	Repair roads in Highland View Cemetery
\$ 7,000	Parks	3	Construct river overlook/fishing platform
\$ 180,000	Streets***	1	Annual Road repair work.
\$ 202,000	TOTAL		

GENERAL FUND FISCAL YEAR 2024

Cost	Department	Rank	Description
\$ 55,000	Sidewalks	2	Build Sidewalk from the High School to Aldi
\$ 10,000	Cemetery	2	Purchase a new zero-turn mower
\$ 60,000	Parks	4	Build ADA Kayak/Canoe launch
\$ 180,000	Streets***	1	Annual Road repair work.
\$ 305,000 TOTAL			

GENERAL FUND FISCAL YEAR 2025

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

GENERAL FUND FISCAL YEAR 2026

Cost	Department	Rank	Description
\$ 35,000	Cemetery	1	Purchase a new Pick-up truck
\$ 180,000	Streets***	1	Annual Road repair work.
\$ 215,000 TOTAL			

GENERAL FUND FISCAL YEAR 2027

Cost	Department	Rank	Description
\$ 10,500	Cemetery	1	Purchase a new zero-turn mower.
\$ 165,000	Streets***	1	Annual Road repair work.
\$ 175,500 TOTAL			

FIRE DEPARTMENT FUND

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

FIRE DEPARTMENT FUND FISCAL YEAR 2022

Cost	Department	Rank	Description
\$ 10,000	Fire Department	1	Purchase 3 sets Turnout Gear
\$ 10,000 TOTAL			

FIRE DEPARTMENT FUND FISCAL YEAR 2023

Cost	Department	Rank	Description
\$ 10,000	Fire Department	1	Purchase 3 sets Turnout Gear
\$ 16,000	Fire Department	1	Purchase 3 SCBA's
\$ 26,000 TOTAL			

FIRE DEPARTMENT FUND FISCAL YEAR 2024

Cost	Department	Rank	Description
\$ 10,000	Fire Department	1	Purchase 3 sets Turnout Gear
\$ 16,000	Fire Department	1	Purchase 3 SCBA's
\$ 26,000 TOTAL			

FIRE DEPARTMENT FUND FISCAL YEAR 2025

Cost	Department	Rank	Description
\$ 10,000	Fire Department	1	Purchase 3 sets Turnout Gear
\$ 16,000	Fire Department	1	Purchase 3 SCBA's
\$ 26,000 TOTAL			

FIRE DEPARTMENT FUND FISCAL YEAR 2026

Cost	Department	Rank	Description
\$ 10,000	Fire Department	1	Purchase 3 sets Turnout Gear
\$ 16,000	Fire Department	1	Purchase 3 SCBA's
\$ 650,000	Fire Department	3	Replacement of 1991 Ford Engine
\$ 676,000 TOTAL			

FIRE DEPARTMENT FUND FISCAL YEAR 2027

Cost	Department	Rank	Description
\$ 10,000	Fire Department	1	Purchase 3 sets Turnout Gear
\$ 16,000	Fire Department	1	Purchase 3 SCBA's
\$ 26,000 TOTAL			

ROADS AND STREETS FUND

The Mecosta County Road Commission currently maintains all the public roadways in Big Rapids Charter Township. Township residents consistently rank roads and streets as their biggest concern. In 2015, the voters of Big Rapids Charter Township passed a millage request for 1.5 mils to provide for the repair and maintenance of the township roads. This millage generates approximately \$230,000 per year. The Township Board of Trustees also commits approximately \$180,000 annually from the general fund to supplement road repairs.

ROADS AND STREETS FUND FISCAL YEAR 2022

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

ROADS AND STREETS FUND FISCAL YEAR 2023

Cost	Department	Rank	Description
\$ 235,000	Roads***	1	Annual Road repair work.
\$ 235,000 TOTAL			

ROADS AND STREETS FUND FISCAL YEAR 2024

Cost	Department	Rank	Description
\$235,000	Roads***	1	Annual Road repair work.
\$235,000 TOTAL			

ROADS AND STREETS FUND FISCAL YEAR 2025

Cost	Department	Rank	Description
\$240,000	Roads***	1	Annual Road repair work.
\$240,000 TOTAL			

ROADS AND STREETS FUND FISCAL YEAR 2026

Cost	Department	Rank	Description
\$240,000	Roads***	1	Annual Road repair work.
\$240,000 TOTAL			

ROADS AND STREETS FUND FISCAL YEAR 2027

Cost	Department	Rank	Description
\$240,000	Roads***	1	Annual Road repair work.
\$240,000 TOTAL			

SEWER FUND

Big Rapids Charter Township provides a Wastewater Collection System to protect public health and preserve the aquatic environment, thereby enhancing the quality of life for area residents. The entire Wastewater system serves an eleven-square mile area, which encompasses three political entities: Big Rapids Charter Township, the City of Big Rapids and Green Charter Township. Each of these municipalities own and operate their own wastewater collection systems, including gravity sewers, pumping stations, and force mains. The City of Big Rapids owns and operates the Publicly-Owned Treatment Works, known as the Waste Water Treatment Plant (WWTP). Treatment agreements between the City of Big Rapids and the Townships allocate a specified portion of the trunk sewer and treatment plant capacity for use by the Townships. A population of approximately 20,000 is served by the wastewater collection and treatment system. The entire collection system consists of approximately 33 miles of gravity and force sewer mains, including 15 lift stations. Big Rapids Charter Township operates 10 of the lift stations. The majority of Big Rapids Township users are institutional and commercial.

SEWER FUND FISCAL YEAR 2022

Cost	Department	Rank	Description
\$70,000	Sewer	2	Replace manholes on Northland Drive.
\$30,000	Sewer	2	Add safety guards to lift stations
\$20,000	Sewer	2	Replace both pumps at High School Lift Station.
\$120,000 TOTAL			

SEWER FUND FISCAL YEAR 2023

Cost	Department	Rank	Description
\$40,000	Sewer	3	Replace 1st pump at the Perry Street Lift Station.
\$ 5,000	Sewer	4	Upgrade software.
\$45,000 TOTAL			

SEWER FUND FISCAL YEAR 2024

Cost	Department	Rank	Description
\$40,000	Sewer	3	Replace 2 nd pump at the Perry Street Lift Station.
\$40,000 TOTAL			

SEWER FUND FISCAL YEAR 2025

Cost	Department	Rank	Description
\$30,000	Sewer	3	Replace 1 st pump at the 14 Mile Road Lift Station.
\$875,000	Sewer	3	Increase capacity on Perry Street
\$905,000 TOTAL			

SEWER FUND FISCAL YEAR 2026

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

SEWER FUND FISCAL YEAR 2027

Cost	Department	Rank	Description
\$25,000	Sewer	2	Replace two pumps at the Menards Lift Station.
\$25,000 TOTAL			

WATER FUND

The Water Fund is responsible for the operation and maintenance of the Township’s Water Treatment Plant and the distribution lines from the plant. The Water Fund’s major revenue source is the rates for usage currently collected from 5 customers, which does not cover costs. Since the Water Treatment Plant is underutilized and needs many additional customers to generate sufficient revenue, the Water Fund is in a deficit, and therefore cannot provide for capital outlay related to the water system. There are no Water Fund projects at this time.

APPROVAL PROCESS

Planning Commission Public Hearing for the 2022-2027 Capital Improvement Plan: Held on May 11, 2021 @ 7:00 p.m.

Planning Commission recommendation to the Board of Trustees: approved & accepted @ regular meeting, May 11, 2021.

The Township Board of Trustees action on the Capital Improvement Plan: Approved @ regular meeting, June 1, 2021

Appendix A 2022-2027 Department Request Spreadsheet

Department	Account	Projected Cost	Dept Rank	P.C. Rank	Sup. Rank	Overall Rank	Budget Year	Description / Justification
Fire Department	208-000-875	\$ 10,000	1	1	1	1	2022	Turn Out Gear (3 sets)
Fire Department	208-000-875	\$ 10,000	1	1	1	1	2023	Turn Out Gear (3 sets)
Fire Department	208-000-875	\$ 16,000	1	1	1	1	2023	SCBA's (2)
Fire Department	208-000-875	\$ 10,000	1	1	1	1	2024	Turn Out Gear (3 sets)
Fire Department	208-000-875	\$ 16,000	1	1	2	1	2024	SCBA's (2)
Fire Department	208-000-875	\$ 10,000	1	1	1	1	2025	Turn Out Gear (3 sets)
Fire Department	208-000-875	\$ 18,000	1	1	1	1	2025	SCBA's (2)
Fire Department	208-000-875	\$ 650,000	1	3	3	2	2026	Replacement of 1991 Ford Engine. Vehicle age makes it difficult to maintain.
Fire Department	208-000-875	\$ 10,000	1	1	1	1	2028	Turn Out Gear (3 sets)
Fire Department	208-000-875	\$ 18,000	1	1	2	1	2028	SCBA's (2)
Fire Department	208-000-875	\$ 10,000	1	1	1	1	2027	Turn Out Gear (3 sets)
Fire Department	208-000-875	\$ 16,000	1	1	2	1	2027	SCBA's (2)
Department Subtotal		\$ 790,000						
General Fund	101-000-875	\$ 70,000				1	2022	Remodel new Township Hall
Department Subtotal		\$ 70,000						
Sidewalks	101-000-875	\$ 15,000				3	2022	Build Sidewalk in front of Township.
Sidewalks	101-000-875	\$ 55,000				3	2024	Build Sidewalk from the High School to Aul.
Department Subtotal		\$ 70,000						
Roads	204-000-805	\$ 230,000				1	2022	Annual Road repair work.
Roads	204-000-805	\$ 235,000				1	2023	Annual Road repair work.
Roads	204-000-805	\$ 235,000				1	2024	Annual Road repair work.
Roads	204-000-805	\$ 240,000				1	2025	Annual Road repair work.
Roads	204-000-805	\$ 240,000				1	2026	Annual Road repair work.
Roads	204-000-805	\$ 240,000				1	2027	Annual Road repair work.
Department Subtotal		\$ 1,420,000						
Sewer	580-000-875	\$ 70,000				2	2022	Replace manholes on Northend Drive.
Sewer	580-000-875	\$ 20,000				2	2022	Replace both pumps at High School lift station.
Sewer	580-000-875	\$ 30,000				2	2022	Add safety guards to all lift stations.
Sewer	580-000-875	\$ 40,000				3	2023	Replace 1st pump at Perry Street lift station.
Sewer	580-000-875	\$ 5,000				4	2023	Upgrade Stormers.
Sewer	580-000-875	\$ 40,000				3	2024	Replace 2nd pump at Perry Street lift station.
Sewer	580-000-875	\$ 30,000				3	2025	Replace 1st pump at 14 Mile Road lift station.
Sewer	580-000-875	\$ 875,000				3	2025	Increase capacity on Perry Street
Sewer	580-000-875	\$ 30,000				4	2026	Replace 2nd pump at 14 Mile Road lift station.
Sewer	580-000-875	\$ 25,000				4	2027	Replace 2 pumps at Menards lift station
Department Subtotal		\$ 1,165,000						
Cemetery	101-278-875	\$ 35,000				1	2022	Purchase new truck. Replace 2005 GMC Pick-up truck which has reached its end of life.
Cemetery	101-278-875	\$ 8,500				2	2022	Purchase new Landmaster (to replace Galor)
Cemetery	101-278-875	\$ 15,000				2	2023	Repair roads in Highland View Cemetery for normal maintenance of the cemetery.
Cemetery	101-278-875	\$ 10,000				1	2024	Purchase new zero turn mower to replace 2018 Grady. Mowers are critical for daily maintenance.
Cemetery	101-278-875	\$ 10,000				1	2025	Purchase new zero turn mower to replace 2018 mower. Mowers are critical for daily maintenance.
Cemetery	101-278-875	\$ 35,000				3	2026	Purchase new truck. Replace Pick-up truck which has reached its end of life.
Cemetery	101-278-875	\$ 10,500				1	2027	Purchase new zero turn mower to replace 2020 mower. Mowers are critical for daily maintenance.
Department Subtotal		\$ 124,000						
Parks	101-751-875	\$ 7,000				5	2023	Construct tier overlook/sitting platform.
Parks	101-751-875	\$ 80,000				4	2024	ADA Keweenaw Launch
Department Subtotal		\$ 87,000						
Streets	101-448-875	\$ 180,000				1	2022	Annual Road repair work.
Streets	101-448-875	\$ 180,000				1	2023	Annual Road repair work.
Streets	101-448-875	\$ 180,000				1	2024	Annual Road repair work.
Streets	101-448-875	\$ 180,000				1	2025	Annual Road repair work.
Streets	101-448-875	\$ 180,000				1	2026	Annual Road repair work.
Streets	101-448-875	\$ 180,000				1	2027	Annual Road repair work.
Department Subtotal		\$ 1,080,000						
TOTAL PROJECTED COSTS:		\$ 4,786,000						
ALL ACCOUNTS		\$ 4,786,000						

SOLAR ENERGY SYSTEMS

153.240 SOLAR ENERGY SYSTEMS

- A. PURPOSE:** In order to accommodate the use of Photovoltaic solar energy as a means of an alternative energy source, and still protect the public health, safety and welfare of Township residences, the following regulations are necessary.
- B. DEFINITIONS:** For the purpose of this chapter, certain terms are herewith defined. When not inconsistent with the context, words used in the present tense include the future, words in the singular number include the plural number and words in the plural number include the singular number. The word is always mandatory and not merely directory. Terms not herein defined shall have the meanings customarily assigned to them.

AC Power (Alternating Current): An electrical current whose magnitude and direction stay constant. The photovoltaic cells on solar panels capture energy from sunlight in the form of DC and must be converted to AC by an inverter.

Ancillary Solar Equipment: Any accessory part or device of a solar energy system that does not require direct access to sunlight, such as batteries, electric meters, converters, or water heater tanks.

Attached Systems: A solar system that is attached directly to a building.

Detached Systems: Also known as Ground Mounted Systems or Freestanding, a solar system that is not attached directly to a building, but is supported by a structure that is built on the ground.

Distributed Generation: As opposed to centralized generation, distributed generation refers to a number of small power-generating modules located at or near the point of energy consumption.

Gigawatt: A unit of power equal to one billion watts.

Grid: The infrastructure of power lines, transformers and substations that delivers electric power to buildings. The utility grid is owned and managed by electric utility companies.

Installer: A contractor that installs solar systems.

Interconnection: A link between utility company power distribution and local power generation that enables power to move in either direction.

Inverter: A device that converts DC power captured by photovoltaic cells on solar panels into AC power.

Kilowatt: A unit of power equal to one thousand watts.

Megawatt: A unit of power equal to one million watts.

Net Metering: A policy whereby utility companies with small-scale renewable power sources, including solar, receive credit from their utility provider for electricity generated in excess of their needs (also known as “net excess generation.”)

On/Off Grid System: A solar energy system that is interconnected with the utility grid is an on-grid or grid-tied system, while a system not interconnected is an off-grid system.

Permitting: The process by which a local unit of government allows for certain development, changes, and activities in their jurisdiction.

Photovoltaic (PV): A method of generating electrical power by converting solar radiation (sunlight) into direct current electricity using semiconductors.

Solar Collection Devices – General: Solar collection devices are designed to capture and utilize the energy of the sun to generate electrical power. A solar collection device is the actual material(s) used to collect solar rays and all associated ancillary and structural devices needed to support and convert/transmit the energy collected. These devices may be either freestanding or attached to a structure and are sized to meet the various user needs and/or utility requirements.

Solar Collection Devices – Small Freestanding Systems: An array of freestanding (not attached to a principal or accessory structure) solar collection materials that have a manufacturer’s rating of 500W to 10kW.

Solar Collection Devices – Medium Freestanding Systems: An array of freestanding (not attached to a principal or accessory structure) solar collection materials that have a manufacturer’s rating of greater than 10kW.

Solar Collection Devices – Large Freestanding Systems (Solar Farms): A utility scale commercial facility that converts sunlight into electricity, whether by photovoltaics, or any other various solar technologies for the primary purpose of wholesale or retail sales of generated electricity off-site. Solar farms do not include small scale solar panels or technologies installed at individual residential or commercial locations (e.g., roof or ground mounted panels) that are used exclusively for the sale of surplus electrical energy back to the electrical grid. These installations are permitted as Accessory Structures or Uses.

Solar Photovoltaic System: The total components and subsystems that, in combination, convert solar energy suitable for connection to utilization load.

Time -of-Use (TOU) Rates: A utility billing system in which the price of electricity depends upon the hour of day at which it is used. Rates are higher during the afternoon when electric demand is at its peak. Rates are lower during the night when electric demand is off peak.

C. ATTACHED SOLAR SYSTEMS: 500W or more

- a. Attached solar systems must have a building application with site plan. This plan may be approved by the zoning administrator, or, at his/her option taken to the Planning Commission for future review.
- b. Building permit application must show the method by which the solar collection devices are attached to the building.
- c. An Electrical permit will be required for all attached systems.

D. SMALL FREESTANDING SOLAR SYSTEMS: 500W to 10KW

- a. Small freestanding solar systems will require an electrical permit and a building permit with a site plan. This plan may be approved by the zoning administrator, or, at his/her option taken to the Planning Commission for future review.
- b. Freestanding solar systems must not block the view from neighboring homes or drives.
- c. Small freestanding solar systems must meet the same setbacks as an accessory building in that zone.
- d. All supports must extend below frost level and set on concrete pads capable of supporting the weight of the system.
- e. An inspection of the pads before covering will be required as well as a final inspection.
- f. Energy collected by small freestanding systems will be for use only by buildings on the same parcel.

E. MEDIUM FREESTANDING SYSTEMS: 10KW or more, but not for resale.

- a. Medium freestanding solar systems will require an electrical permit and a building permit with a site plan. The site plan must be approved by the Planning Commission before any work commences.
- b. Medium freestanding solar systems will be allowed only on parcels of two acres or more. Setbacks will be the same as structures in that zone.
- c. Energy collected by medium freestanding solar systems will be used only by the buildings on the property with the option of additional energy generated being sold back to the utility company.
- d. In-ground supports must extend below frost level and be supported by concrete pads.
- e. Inspections by the Township building official will be required before covering pads and after construction is final.
- f. Bottom of solar panels will have a maximum of 8' and top of panels a maximum of 14' above ground level.
- g. The Planning Commission may require fences or barriers as they deem necessary to provide screening for adjacent properties.

F. LARGE FREESTANDING SYSTEMS: Solar Farms to be used for resale.

- a. Large freestanding solar farms are allowed in the industrial zone as a permitted use and would require approval by the Planning Commission for special use in commercial or agricultural zones.
- b. Large freestanding solar farms will require an electrical permit and a building permit with a site plan prepared and stamped by an engineer. The site plan will require approval by the Planning Commission.
- c. A minimum of 20 acres will be required for a large freestanding solar farm system.
- d. The Planning Commission may require fences or barriers as they deem necessary to provide screening for adjacent properties.

- e. **Height Restrictions:** All photovoltaic panels located in a solar farm shall be restricted to a height of fourteen (14) feet above ground level.
- f. **Setbacks:** All photovoltaic solar panels and support structures associated with such facilities (excluding perimeter security fencing) shall be a minimum of fifteen (15) feet from a side or rear property line and a minimum of thirty (30) feet from any road or highway right-of-way.
- g. **Maximum Lot Coverage:** Maximum lot coverage restrictions shall not apply to photovoltaic solar panels. Any other regulated structures on the panel are subject to maximum lot coverage restrictions.
- h. **Safety/Access:** A security fence (height and material to be established through the special land use permit process) shall be placed around the perimeter of the solar power plant and electrical equipment shall be locked. Knox boxes and keys shall be provided at locked entrances for emergency personnel access. Electric fencing is not permitted.
- i. **Sound Pressure Level:** No large photovoltaic solar farm facilities shall exceed sixty-five (65) dBA as measured at the property line.
- j. **Local, State and Federal Permits:** Large photovoltaic solar farm facilities shall be required to obtain all necessary permits from the U.S. Government, State of Michigan, and Big Rapids Charter Township, and comply with standards of the State of Michigan adopted codes.
- k. **Electrical Interconnections:** All electrical interconnection or distribution lines shall comply with all applicable codes and standard commercial large-scale utility requirements.
- l. **Signage:** No advertising or non-project related graphics shall be on any part of the solar arrays or other components of the large photovoltaic solar farm facilities. This exclusion does not apply to entrance gate signage or notifications containing points of contact or any and all other information that may be required by authorities having jurisdiction for electrical operations and the safety and welfare of the public.
- m. **Abandonment and Decommissioning:** Following the operational life of the project, the applicant shall perform decommissioning and removal of the large photovoltaic solar farm facilities and all its components. The applicant shall prepare a decommissioning plan and submit it to the Planning Commission for review and approval prior to issuance of the Special Land Use Permit.
- n. **Inspection:** The Township shall have the right at any reasonable time, to provide notice to the applicant to inspect the premises on which any large photovoltaic solar farm facilities is located. The Township may hire one or more consultants, with approval from the applicant (which shall not be unreasonably withheld), to assist with inspections at the applicant's or project owner's expense. Inspections must be coordinated with, and escorted by, the applicant's operations staff at the large photovoltaic solar farm facilities to ensure compliance with the Occupational Safety and Health Administration (OSHA), NESC and all other applicable safety guidelines.
- o. **Maintenance and Repair:** Each large photovoltaic solar farm facility must be kept and maintained in good repair and condition at all times. If the Township Building Official determines that a large photovoltaic solar farm facility fails to meet the requirements of this ordinance and the Special Land Use Permit, or that it poses a safety hazard, the Building Official, or his or her designee, shall provide notice to the applicant of the safety hazard. If, after a reasonable cure period (not to exceed seven (7) days), the safety hazards are not corrected, the applicant shall immediately shut down the large photovoltaic solar facility and not operate, start or restart the large photovoltaic solar facility until the issues have been resolved. Applicant shall keep a maintenance log on the solar array(s), which shall be available for the Township's review within 48 hours of such request. Applicant shall keep all sites within the large photovoltaic solar farm facility neat, clean and free of refuse, waste or unsightly, hazardous or unsanitary conditions.
- p. **Road Repair:** Any material damages to a public road located within the Township resulting from the construction, maintenance or operation of a large photovoltaic solar farm facility shall be repaired at the applicant's expense. In addition, the applicant shall submit to the appropriate

State or County agency a description of the routes used by construction and delivery vehicles; and road improvements that shall be necessary to accommodate construction vehicles, equipment or other deliveries. The applicant shall abide by all State or County requirements regarding the use and/or repair of the roads.

- q. Landscape Screening: Upon approval of the Planning Commission, the applicant may be required to install landscaping to screen surrounding properties. The amount and extent of required screening shall be reasonable and practical for the site and adjoining land uses as determined by the Planning Commission
- r. Equipment Location: All Ancillary Solar Equipment will be located in a separate permitted building, existing or new.
- s. Wiring Placement: All wiring used in a photovoltaic solar system is required to be placed underground to the extent possible.

G. SEVERABILITY:

The provisions of this Ordinance are hereby declared to be severable and if any provision, section or part of this Ordinance is declared invalid or unconstitutional by a court of competent jurisdiction, such decision shall only affect the particular provisions, section or part involved in such decision and shall not affect or invalidate the remainder of such Ordinance, which shall continue in full force and effect.

H. EFFECTIVE DATE:

This Ordinance shall become effective fifteen (15) days after its publication following final adoption or as required by law.

I. REPEAL:

All Ordinances or parts of Ordinances in conflict with this Ordinance are hereby repealed.

Item "Q"



**WEST
MICHIGAN
LOCK & DOOR**

61 E. Apple Ave.
Muskegon, MI 49441
(231) 722-1789
westmichiganlock@gmail.com

Estimate

Date	Estimate #	P.O. No.
4/23/2021	1337	Fire Station

Big Rapids Charter Township
14212 Northland Dr.
Big Rapids, MI 49307

Item	Description	Qty	Rate	Total
Access Control	Intelli-M Access Control. 1 Software 25 Key Fobs for reading into doors 2 Door Controllers EIDC 32 Install all hardware and programming Customer must supply PC Computer, IP address, subnet mask, and default gateway prior to installation	<i>cards</i>	3,100.00	3,100.00
Signature and 75% down required to order materials and to put you on the schedule.		Subtotal		\$3,100.00
		Sales Tax (6.0%)		\$0.00
Signature _____		Total		\$3,100.00

Item "R"

To be printed on back of tax bill with questions on prat that is returned.

Roads Questioner

Before passing the road millage in 2014 the township would spend money from the general fund on roads as they could. After the millage passed the board has spent around a hundred thousand dollars of general fund money besides the millage money each year. We have come a long way on improving our roads but we still have a long way to go. The current board of trustees is wondering if we are doing what you the voters want. Please let us know what your preferences would be in spending money on roads by responding to the questions below.

Should the board continue adding General Fund money to the road Millage as it is available?

Yes____ No____

Would it be better to lower the General Fund tax rate and raise the road millage rate so that only what is spent on roads comes from the Road Millage? Yes____ No_____

We now have 1 ½ mill for roads and 1 ¼ mill for the General Fund. Would you be in favor of raising the road millage to 2 mills and lowering the General Fund millage to ¾ mill? Yes____

No____

Should we leave the millage at 1 ½ mills and only do what we can with that each year? Yes____

No____

Thank You for response.

Item "S"

Check Date	Bank	Check Number	Name	Physical	Check Amount
06/01/2021	GEN	12577	AMBLER, ALLEN S	131.60	114.60
06/01/2021	GEN	12578	ANTOR, GERALD A	549.70	507.60
06/01/2021	GEN	12579	BEAN, SUSAN	221.25	221.25
06/01/2021	GEN	12580	BECHAZ, MARY L	336.00	296.00
06/01/2021	GEN	12581	BERENS, DYLAN I	680.30	564.20
06/01/2021	GEN	12582	BIGFORD, MICHAEL R	50.00	46.10
06/01/2021	GEN	12583	BUYS, RANDALL J	291.45	269.10
06/01/2021	GEN	12584	CALIFF, MICHAEL H	842.03	690.50
06/01/2021	GEN	12585	CHAPMAN, JAMES M	242.67	213.70
06/01/2021	GEN	12586	COOK, ZACHARY F	50.00	46.10
06/01/2021	GEN	12587	COOLEY, ANDREA L	210.00	210.00
06/01/2021	GEN	12588	CROCKETT, JARED N	186.17	70.90
06/01/2021	GEN	12589	CURRIE, PENNY M	3,266.67	758.70
06/01/2021	GEN	12590	DAVIS, MARY B	50.00	46.10
06/01/2021	GEN	12591	DEFEVER, KEVIN J	50.00	44.00
06/01/2021	GEN	12592	DIETRICH, GEORGE	724.00	638.60
06/01/2021	GEN	12593	DOUGLASS, PERRY IV A	858.33	663.20
06/01/2021	GEN	12594	ECKERT, JAN	210.00	210.00
06/01/2021	GEN	12595	EVERETT, JERALD D	145.83	128.40
06/01/2021	GEN	12596	FITZGERALD, LINDSAY P	26.32	23.10
06/01/2021	GEN	12597	GEIB, ANTHONY C	145.83	128.40
06/01/2021	GEN	12598	HANER, JAMI L	1,106.25	959.00
06/01/2021	GEN	12599	HAWLEY, CRYSTAL A	139.32	127.20
06/01/2021	GEN	12600	HILLMAN, CAROL A	204.90	204.90
06/01/2021	GEN	12601	JONES, JERRAD C	505.87	427.90
06/01/2021	GEN	12602	JORDAN, CHASTITY B	26.32	23.10
06/01/2021	GEN	12603	KLEINHEKSEL, TIMOTHY J	1,832.81	1,692.60
06/01/2021	GEN	12604	KONDZIOLKA, CHERYL L	560.00	545.30
06/01/2021	GEN	12605	KONDZIOLKA, JENNA L	135.00	135.00
06/01/2021	GEN	12606	MAREK, DENA R	97.50	97.50
06/01/2021	GEN	12607	MARSHALL, GRAYSON L	319.70	281.60
06/01/2021	GEN	12608	MERENDINO, CHRISTOPHER B	145.83	128.40
06/01/2021	GEN	12609	OLIVER, GORDON	50.00	44.00
06/01/2021	GEN	12610	PARKER, THOMAS	105.28	81.70
06/01/2021	GEN	12611	PEREZ, ADAM	605.62	527.40
06/01/2021	GEN	12612	SAEZ, HANNAH C	3,266.67	2,135.50
06/01/2021	GEN	12613	SPRIK, HANNAH M	510.80	431.80
06/01/2021	GEN	12614	STANEK, WILLIAM F	3,066.67	795.00
06/01/2021	GEN	12615	SWEPENHEISER, MARK A	50.00	46.10
06/01/2021	GEN	12616	TUBBS, JAMES	1,041.67	951.50
06/01/2021	GEN	12617	VELDMAN, MARC	3,738.01	2,891.90
06/01/2021	GEN	12618	VELTING, BRYAR S	157.92	117.50

Check Register Report For Big Rapids Charter Township
For Payroll ID: 243 Check Date: 06/01/2021 Pay Period End Date: 05/31/2021

Check Date	Bank	Check Number	Name	Check Gross	Physical Check Amount
06/01/2021	GEN	12619	VODRY , RACHEL L	232.00	232.00
06/01/2021	GEN	12620	WETHINGTON, AMANDA R	100.00	88.10
06/01/2021	GEN	12621	WILLIAMS, TRAVIS A	969.43	854.00
06/01/2021	GEN	12622	WINGET, SCOTT A	1,400.25	1,248.40
06/01/2021	GEN	12623	WYMA, NICHOLAS A	843.62	743.20
06/01/2021	GEN	12624	ZIMMERMAN JR., JOHN D.	50.00	46.10
06/01/2021	GEN	STUB41	BEAN, CARMAN	145.83	0.00
Totals:				30,675.42	21,749.30
Total Physical Checks:			48		
Total Check Stubs:			1		

05/28/2021 11:28 AM
 User: HANNAH
 DB: Big Rapids Twp

CHECK REGISTER FOR BIG RAPIDS TOWNSHIP
 CHECK DATE FROM 05/04/2021 - 06/01/2021

Item "T"

Check Date	Bank	Check	Vendor	Vendor Name	Amount
Bank GEN GENERAL TOWNSHIP CHECKING					
05/11/2021	GEN	9930204 (E)	STANEK	BILL STANEK	81.47
05/13/2021	GEN	32702	BS&00	BS&A SOFTWARE	3,033.33
05/13/2021	GEN	32703	CHA01	CHARTER COMMUNICATIONS	684.68
05/13/2021	GEN	32704	CIT02	BIG RAPIDS CITY TREASURER	37.10
05/13/2021	GEN	32705	CON00	CONSUMERS ENERGY	292.55
05/13/2021	GEN	32706	DTE00	DTE ENERGY	507.33
05/13/2021	GEN	32707	DTE00	VOID	0.00 V
05/13/2021	GEN	32708	GRANGER	GRANGER	169.95
05/13/2021	GEN	32709	GRE02	GREAT LAKES ENERGY	19.80
05/13/2021	GEN	32710	HOPE	HOPE NETWORK WEST MICHIGAN	207.00
05/13/2021	GEN	32711	MCA00	MECOSTA COUNTY ASSESSOR'S ASSO	70.75
05/13/2021	GEN	32712	MEC01	MECOSTA COUNTY ROAD COMMISSION	161.84
05/13/2021	GEN	32713	MTA00	MICHIGAN TOWNSHIP ASSOCIATION	25.00
05/13/2021	GEN	32714	SAEZ	HANNAH SAEZ	6.00
05/13/2021	GEN	32715	SPECPRINT	SPECTRUM PRINTERS INC	257.90
05/13/2021	GEN	32716	WES01	WEST SHORE FIRE, INC.	2,667.29
05/13/2021	GEN	32717	WIL02	ERIC D. WILLIAMS	3,242.00
05/13/2021	GEN	32718	XEROX	XEROX FINANCIAL SERVICES	377.67
05/15/2021	GEN	9930205 (E)	SBS00	SMALL BUSINESS ADMIN SERVICES LLC	52.50
05/28/2021	GEN	9930206 (E)	CHE00	CHEMICAL BANK CENTRAL	5,693.78
05/28/2021	GEN	9930207 (E)	JHI00	JOHN HANCOCK LIFE INSURANCE COMPANY	2,186.07
05/28/2021	GEN	9930208 (E)	STA00	STATE OF MICHIGAN	814.92
05/28/2021	GEN	9930209 (E)	VOYA	VOYA FINANCIAL	3,973.87
06/01/2021	GEN	32719	ACC00	ACCIDENT FUND COMPANY	1,120.10
06/01/2021	GEN	32720	BIG RAPIDS	BIG RAPIDS FLEET & AUTO REPAIR, INC	620.90
06/01/2021	GEN	32721	BIG01	BIG RAPIDS TWP SEWER REC. FUND	37.75
06/01/2021	GEN	32722	CIT00	CITY OF BIG RAPIDS	28.46
06/01/2021	GEN	32723	CIT02	BIG RAPIDS CITY TREASURER	116,366.13
06/01/2021	GEN	32724	CON00	CONSUMERS ENERGY	3,129.01
06/01/2021	GEN	32725	CON00	VOID	0.00 V
06/01/2021	GEN	32726	CON00	VOID	0.00 V
06/01/2021	GEN	32727	DIETRICH	GEORGE DIETRICH	123.64
06/01/2021	GEN	32728	DO ALL DOU	DO ALL DOUG	1,700.00
06/01/2021	GEN	32729	DTE00	DTE ENERGY	38.51
06/01/2021	GEN	32730	FIRO0	FIRST NATIONAL BANK	881.09
06/01/2021	GEN	32731	GTW	GTW	41.86
06/01/2021	GEN	32732	ITR00	I. T. RIGHT	2,099.91
06/01/2021	GEN	32733	KEVIN C	KEVIN CUSHWAY	520.83
06/01/2021	GEN	32734	MEC01	MECOSTA COUNTY ROAD COMMISSION	267.57
06/01/2021	GEN	32735	MEN00	MENARDS	709.89
06/01/2021	GEN	32736	MISDU	MICHIGAN STATE DISBURSEMENT UNIT	93.08
06/01/2021	GEN	32737	MTA00	MICHIGAN TOWNSHIP ASSOCIATION	3,199.26
06/01/2021	GEN	32738	PRIORITY H	PRIORITY HEALTH	2,700.71
06/01/2021	GEN	32739	PRO00	PROGRESSIVE AE	1,175.00
06/01/2021	GEN	32740	SHBROCC	SPECTRUM HEALTH BR OCCUPATIONAL HEA	126.00
06/01/2021	GEN	32741	STA01	STATE STREET HARDWARE	127.34
06/01/2021	GEN	32742	UST01	UNITED STATES TREASURY	7.98

GEN TOTALS:

Total of 47 Checks:	159,677.82
Less 3 Void Checks:	0.00
Total of 44 Disbursements:	<u>159,677.82</u>