

BIG RAPIDS CHARTER TOWNSHIP BOARD REGULAR MEETING MONDAY, MAY 6, 2023

BIG RAPIDS TOWNSHIP HALL, 14230 NORTHLAND DR.
BIG RAPIDS, MI 49307
7:00 PM

AGENDA

PLEDGE OF ALLEGIANCE.

CALL TO ORDER: 7:00 p.m. ROLL CALL: __Bean, __Bechaz, __Currie, __Everett, __Geib, __Saez, __Teceno

PUBLIC COMMENT:

ADDITIONS TO AGENDA:

SPECIAL APPEARANCE:

CORRESPONDENCE: 1. Auditors Draft letter:
2. EGLE

CONSENT AGENDA

1. April 2, 2024, Meeting Minutes:
2. April 3, 2024 Election Commission Meeting Minutes:
3. Building Department Report:
5. Cemetery and Grounds Report:
6. Fire Department Report:
7. Sewer Department Report:
8. Water Department Report:
9. Sheriff's Report:
10. Planning Commission Minutes:
11. Supervisor Updates:

UNFINISHED BUSINESS:

1. Sewer Report Follow up:
2. Poverty Tax Exemption Assessor Approval/MTA follow up:
3. Supervisor update from Fire/EMS meeting:
4. Other:

NEW BUSINESS:

1. Tavern License Request:
2. Fireworks Application:
3. Municipal Insurance Renewal and Cyber recommendation:
4. Update on Speed Limits for Bluffs & Hills of Mitchell Creek:
5. Highbanks Park Discussion:
6. Resignation:
7. Appointment:
8. Consideration of making Part time Grounds Position Full time:
9. Other:

Financial

1. Payroll:
2. Accounts Payable:

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

April 22, 2024

14212 Northland Drive
Big Rapids, MI 49307-2319
P 231-796-3603
F 231-796-2533

April 18, 2024

Siegfried Crandall P.C.
246 E. Kilgore Road
Portage, MI 49002

This representation letter is provided in connection with your audit of the financial statements of the Charter Township of Big Rapids, Michigan, which comprise the respective financial position of the governmental activities, the business-type activities, each major fund, and the aggregate remaining fund information as of December 31, 2023, and the respective changes in financial position and, where applicable, cash flows, for the year then ended, and the related notes to the financial statements, for the purpose of expressing opinions as to whether the financial statements are presented fairly, in all material respects, in accordance with accounting principles generally accepted in the United States of America (U.S. GAAP).

Certain representations in this letter are described as being limited to matters that are material. Items are considered material, regardless of size, if they involve an omission or misstatement of accounting information that, in light of surrounding circumstances, makes it probable that the judgment of a reasonable person relying on the information would be changed or influenced by the omission or misstatement. An omission or misstatement that is monetarily small in amount could be considered material as a result of qualitative factors.

We confirm, to the best of our knowledge and belief, as of April 18, 2024, the following representations made to you during your audit.

Financial statements

- 1) We have fulfilled our responsibilities, as set out in the terms of the audit engagement letter dated December 4, 2023, including our responsibility for the preparation and fair presentation of the financial statements in accordance with U.S. GAAP and for preparation of the supplementary information in accordance with the applicable criteria.
- 2) The financial statements referred to above are fairly presented in conformity with U.S. GAAP and include all properly classified funds and other financial information of the Township; there are no component units required by generally accepted accounting principles to be included in the financial reporting entity.
- 3) We acknowledge our responsibility for the design, implementation, and maintenance of internal control relevant to the preparation and fair presentation of financial statements that are free from material misstatement, whether due to fraud or error.
- 4) We acknowledge our responsibility for the design, implementation, and maintenance of internal control to prevent and detect fraud.

- 6) Related party relationships and transactions, including revenues, expenditures/expenses, transfers, and amounts receivable from or payable to related parties have been appropriately accounted for and disclosed in accordance with U.S. GAAP.
- 7) Adjustments or disclosures have been made for all events, including instances of noncompliance, subsequent to the date of the financial statements that would require adjustment to or disclosure in the financial statements.
- 8) We are in agreement with the adjusting journal entries you have proposed, and they have been posted to the accounts.
- 9) We are not aware of any pending or threatened litigation, claims or assessments, or unasserted claims or assessments that are required to be accrued or disclosed in the financial statements, and we have not consulted a lawyer concerning litigation, claims, or assessments.

Information Provided

- 10) We have provided you with:
 - a) Access to all information, of which we are aware, that is relevant to the preparation and fair presentation of the financial statements, such as records, documentation, and other matters.
 - b) Additional information that you have requested from us for the purpose of the audit.
 - c) Unrestricted access to persons within the Township from whom you determined it necessary to obtain audit evidence.
 - d) Minutes of the meetings of the Board of Trustees or summaries of actions of recent meetings for which minutes have not yet been prepared.
- 11) All material transactions have been recorded in the accounting records and are reflected in the financial statements.
- 12) We have disclosed to you the results of our assessment of the risk that the financial statements may be materially misstated as a result of fraud.
- 13) We have no knowledge of any fraud or suspected fraud that affects the Township and involves:
 - a) Management,
 - b) Employees who have significant roles in internal control, or
 - c) Others where the fraud could have a material effect on the financial statements.
- 14) We have no knowledge of any allegations of fraud or suspected fraud affecting the Township's financial statements communicated by employees, former employees, regulators, or others.

- 15) We have no knowledge of instances of noncompliance or suspected noncompliance with provisions of laws, regulations, contracts, or grant agreements, whose effects should be considered when preparing financial statements.
- 16) We have disclosed to you the names of the Township's related parties and all the related party relationships and transactions, including any side agreements.

Government - specific

- 17) There have been no communications from regulatory agencies concerning noncompliance with, or deficiencies in, financial reporting practices.
- 18) We have a process to track the status of audit findings and recommendations.
- 19) We have identified to you any previous audits, attestation engagements, and other studies related to the audit objectives and whether related recommendations have been implemented.
- 20) We have provided our views on reported findings, conclusions, and recommendations, as well as our planned corrective actions, for the report.
- 21) The Township has no plans or intentions that may materially affect the carrying value or classification of assets, liabilities, deferred inflows of resources, and fund balance or net position.
- 22) We are responsible for compliance with the laws, regulations, and provisions of contracts and grant agreements applicable to us, including tax or debt limits and debt contracts; and legal and contractual provisions for reporting specific activities in separate funds.
- 23) There are no (except as disclosed) violations or possible violations of budget ordinances, laws and regulations (including those pertaining to adopting, approving, and amending budgets), provisions of contracts and grant agreements, tax or debt limits, and any related debt covenants whose effects should be considered for disclosure in the financial statements, or as a basis for recording a loss contingency, or for reporting on noncompliance.
- 24) As part of your audit, you assisted with preparation of the detail depreciation schedules, journal entries other than proposed audit entries, the financial statements, and certain end-of-year filings with the State of Michigan. We acknowledge our responsibility as it relates to those nonattest services, including that we assume all management responsibilities; oversee the services by designating an individual, preferably within senior management, who possesses suitable skill, knowledge, or experience; evaluate the adequacy and results of the services performed; and accept responsibility for the results of the services. We have reviewed, approved, and accepted responsibility for the depreciation schedules, journal entries other than proposed audit entries, the financial statements, and certain end-of-year filings with the State of Michigan.
- 25) The Township has satisfactory title to all owned assets, and there are no liens or encumbrances on such assets nor has any asset been pledged as collateral.
- 26) The Township has complied with all aspects of contractual agreements that would have a material effect on the financial statements in the event of noncompliance.

- 27) There are no component units, joint ventures with an equity interest, or other joint ventures and other related organizations that need to be included in the financial statements.
- 28) The financial statements include all fiduciary activities required by GASBS No. 84, as amended.
- 29) The financial statements properly classify all funds and activities, in accordance with GASBS No. 34, as amended.
- 30) All funds that meet the quantitative criteria in GASBS Nos. 34 and 37 for presentation as major are identified and presented as such and all other funds that are presented as major are particularly important to financial statement users.
- 31) Components of net position (investment in capital assets; restricted; and unrestricted) and classifications of fund balance (nonspendable, restricted, assigned, and unassigned) are properly classified and, if applicable, approved.
- 32) Expenses have been appropriately classified in or allocated to functions and programs in the statement of activities, and allocations have been made on a reasonable basis.
- 33) Revenues are appropriately classified in the statement of activities within program revenues or general revenues.
- 34) Interfund activity and balances have been appropriately classified and reported.
- 35) Deposits and investments are properly classified as to risk and are properly disclosed and valued.
- 36) Capital assets, including infrastructure assets, are properly capitalized, reported, and, if applicable, depreciated.
- 37) We have appropriately disclosed the Township's policy regarding whether to first apply restricted or unrestricted resources when an expense is incurred for purposes for which both restricted and unrestricted net position are available and have determined that net position is properly recognized under the policy.
- 38) We are following our established accounting policy regarding which resources (that is, restricted, assigned, or unassigned) are considered to be spent first for expenditures for which more than one resource classification is available. That policy determines the fund balance classifications for financial reporting purposes.
- 39) We acknowledge our responsibility for the required supplementary information (RSI). The RSI is measured and presented within prescribed guidelines and the methods of measurement and presentation have not changed from those used in the prior period. We have disclosed to you any significant assumptions and interpretations underlying the measurement and presentation of the RSI.

40) With respect to the combining nonmajor fund financial statements (supplementary information), on which an in-relation-to opinion is issued, we acknowledge our responsibility for presenting the supplementary information in accordance with accounting principles generally accepted in the United States of America, and we believe the supplementary information, including its form and content, is fairly presented in accordance with accounting principles generally accepted in the United States of America. The methods of measurement and presentation of the supplementary information have not changed from those used in the prior period, and we have disclosed to you any significant assumptions or interpretations underlying the measurement and presentation of the supplementary information.

Signed: _____
Title: Township Clerk

Signed: _____
Title: Township Treasurer



**MICHIGAN DEPARTMENT OF ENVIRONMENT, GREAT LAKES, AND ENERGY
WATER RESOURCES DIVISION
PERMIT**

Issued To:

**Steve Krzesicki
P.O. Box 30527
Lansing, MI, MI 48909**

**Permit No: WRP040981 v.1
Submission No.: HQ1-DHRR-FFHKE
Site Name: 54-White Pine Trail (near McKinley Rd)-Big Rapids
Issued: April 17, 2024
Expires: April 17, 2029**

This permit is being issued by the Michigan Department of Environment, Great Lakes, and Energy (EGLE), Water Resources Division, under the provisions of the Natural Resources and Environmental Protection Act, 1994 PA 451, as amended (NREPA); specifically:

- Part 301, Inland Lakes and Streams** **Part 303, Wetlands Protection**
- Part 31, Water Resources Protection (Floodplain Regulatory Authority)**

EGLE certifies that the activities authorized under this permit are in compliance with the State Coastal Zone Management Program and certifies without conditions under the Federal Clean Water Act, Section 401 that the discharge from the activities authorized under this permit will comply with Michigan's water quality requirements in Part 31, Water Resources Protection, of the NREPA and associated administrative rules, where applicable.

Permission is hereby granted, based on permittee assurance of adherence to State of Michigan requirements and permit conditions, to:

Authorized Activity:

Part 301 & 303

Permit authorizes the replacement of a failing 4 feet by 5 feet box culvert with a new 8 feet by 8 feet culvert along approximately 93 linear feet of unnamed tributary of the Muskegon River. Temporary wetland impacts to allow for the removal of the failing culvert and the installation of the new culvert are not to exceed approximately 0.002 acres.

Part 31:

Fill 1960 cubic yards of material for culvert replacement project within 100-year floodplain of tributary to Muskegon River. Excavate 2036 cubic yards of fill for culvert replacement project within 100-year floodplain of tributary to Muskegon River. Replace existing 4-foot by 5-foot, 76-foot-long box culvert with new 8-foot by 8-foot, 76-foot box culvert within 100-year floodplain of tributary to Muskegon River.

All work shall be completed in accordance with the approved plans and specifications of this permit.

Waterbody Affected: Unnamed Tributary of the Muskegon River
Property Location: Mecosta County, Big Rapids Township,
Town/Range/Section 15N/10W/24

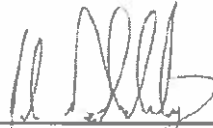
Authority granted by this permit is subject to the following limitations:

- A. Initiation of any work on the permitted project confirms the permittee's acceptance and agreement to comply with all terms and conditions of this permit.
- B. The permittee, in exercising the authority granted by this permit, shall not cause unlawful pollution as defined by Part 31 of the NREPA.
- C. This permit shall be kept at the site of the work and available for inspection at all times during the duration of the project or until its date of expiration.
- D. All work shall be completed in accordance with the approved plans and specifications submitted with the application and/or plans and specifications attached to this permit.
- E. No attempt shall be made by the permittee to forbid the full and free use by the public of public waters at or adjacent to the structure or work approved.
- F. It is made a requirement of this permit that the permittee give notice to public utilities in accordance with 2013 PA 174 (Act 174) and comply with each of the requirements of Act 174.
- G. This permit does not convey property rights in either real estate or material, nor does it authorize any injury to private property or invasion of public or private rights, nor does it waive the necessity of seeking federal assent, all local permits, or complying with other state statutes.
- H. This permit does not prejudice or limit the right of a riparian owner or other person to institute proceedings in any circuit court of this state when necessary to protect his rights.
- I. Permittee shall notify EGLE within one week after the completion of the activity authorized by this permit.
- J. This permit shall not be assigned or transferred without the written approval of EGLE.
- K. Failure to comply with conditions of this permit may subject the permittee to revocation of permit and criminal and/or civil action as cited by the specific state act, federal act, and/or rule under which this permit is granted.
- L. All dredged or excavated materials shall be disposed of in an upland site (outside of floodplains, unless exempt under Part 31 of the NREPA, and wetlands).
- M. In issuing this permit, EGLE has relied on the information and data that the permittee has provided in connection with the submitted application for permit. If, subsequent to the issuance of a permit, such information and data prove to be false, incomplete, or inaccurate, EGLE may modify, revoke, or suspend the permit, in whole or in part, in accordance with the new information.
- N. The permittee shall indemnify and hold harmless the State of Michigan and its departments, agencies, officials, employees, agents, and representatives for any and all claims or causes of action arising from acts or omissions of the permittee, or employees, agents, or representative of the permittee, undertaken in connection with this permit. The permittee's obligation to indemnify the State of Michigan applies only if the state: (1) provides the permittee or its designated representative written notice of the claim or cause of action within 30 days after it is received by the state, and (2) consents to the permittee's participation in the proceeding on the claim or cause of action. It does not apply to contested case proceedings under the Administrative Procedures Act, 1969 PA 306, as amended, challenging the permit. This permit shall not be construed as an indemnity by the State of Michigan for the benefit of the permittee or any other person.
- O. Noncompliance with these terms and conditions and/or the initiation of other regulated activities not specifically authorized shall be cause for the modification, suspension, or revocation of this permit, in whole or in part. Further, EGLE may initiate criminal and/or civil proceedings as may be deemed necessary to correct project deficiencies, protect natural resource values, and secure compliance with statutes.
- P. If any change or deviation from the permitted activity becomes necessary, the permittee shall request, in writing, a revision of the permitted activity from EGLE. Such revision request shall include complete documentation supporting the modification and revised plans detailing the proposed modification. Proposed modifications must be approved, in writing, by EGLE prior to being implemented.

- Q. This permit may be transferred to another person upon written approval of EGLE. The permittee must submit a written request to EGLE to transfer the permit to the new owner. The new owner must also submit a written request to EGLE to accept transfer. The new owner must agree, in writing, to accept all conditions of the permit. A single letter signed by both parties that includes all the above information may be provided to EGLE. EGLE will review the request and, if approved, will provide written notification to the new owner.
- R. Prior to initiating permitted construction, the permittee is required to provide a copy of the permit to the contractor(s) for review. The property owner, contractor(s), and any agent involved in exercising the permit are held responsible to ensure that the project is constructed in accordance with all drawings and specifications. The contractor is required to provide a copy of the permit to all subcontractors doing work authorized by the permit.
- S. Construction must be undertaken and completed during the dry period of the wetland. If the area does not dry out, construction shall be done on equipment mats to prevent compaction of the soil.
- T. Authority granted by this permit does not waive permit requirements under Part 91, Soil Erosion and Sedimentation Control, of the NREPA, or the need to acquire applicable permits from the County Enforcing Agent (CEA).
- U. Authority granted by this permit does not waive permit requirements under the authority of Part 305, Natural Rivers, of the NREPA. A Natural Rivers Zoning Permit may be required for construction, land alteration, streambank stabilization, or vegetation removal along or near a natural river.
- V. The permittee is cautioned that grade changes resulting in increased runoff onto adjacent property is subject to civil damage litigation.
- W. Unless specifically stated in this permit, construction pads, haul roads, temporary structures, or other structural appurtenances to be placed in a wetland or on bottomland of the water body are not authorized and shall not be constructed unless authorized by a separate permit or permit revision granted in accordance with the applicable law.
- X. For projects with potential impacts to fish spawning or migration, no work shall occur within fish spawning or migration timelines (i.e., windows) unless otherwise approved in writing by the Michigan Department of Natural Resources, Fisheries Division.
- Y. Work to be done under authority of this permit is further subject to the following special instructions and specifications:
1. Authority granted by this permit does not waive permit or program requirements under Part 91 of the NREPA or the need to acquire applicable permits from the CEA. To locate the Soil Erosion Program Administrator for your county, visit <https://www.michigan.gov/egle/about/organization/water-resources/soil-erosion/sesc-overview> and select "Soil Erosion and Sedimentation Control Agencies".
 2. The authority to conduct the activity as authorized by this permit is granted solely under the provisions of the governing act as identified above. This permit does not convey, provide, or otherwise imply approval of any other governing act, ordinance, or regulation, nor does it waive the permittee's obligation to acquire any local, county, state, or federal approval or authorization necessary to conduct the activity.
 3. No fill, excess soil, or other material shall be placed in any wetland, floodplain, or surface water area not specifically authorized by this permit, its plans, and specifications.
 4. This permit does not authorize or sanction work that has been completed in violation of applicable federal, state, or local statutes.
 5. The permit placard shall be kept posted at the work site in a prominent location at all times for the duration of the project or until permit expiration.
 6. This permit is being issued for the maximum time allowed and no extensions of this permit will be granted. Initiation of the construction work authorized by this permit indicates the permittee's acceptance of this condition. The permit, when signed by EGLE, will be for a five-year period beginning on the date of issuance. If the project is not completed by the expiration date, a new permit must be sought.

7. During removal or repair of the existing structure, every precaution shall be taken to prevent debris from entering any watercourse. Any debris reaching the watercourse during the removal and/or reconstruction of the structure shall be immediately retrieved from the water. All material shall be disposed of in an acceptable manner consistent with local, state, and federal regulations.
8. Prior to the removal of the existing structures, cofferdams of steel sheet piling, gravel bags, clean stone, coarse aggregate, concrete, or other acceptable barriers shall be installed to isolate all construction activity from the water. The barriers shall be maintained in good working order throughout the duration of the project. Upon project completion, the accumulated materials shall be removed and disposed of at an upland site.
9. All cofferdam and temporary steel sheet pile shall then be removed in its entirety, unless specifically shown to be left in place on the approved plans. Cofferdam and sheet pile that is left in place shall be cut off at the elevation shown on the plans and shall be a minimum of one foot below the stream bottom.
10. Any temporary dam constructed as part of this project shall have the dam crest placed at such an elevation that the dam will not cause upstream flooding in the event of high flow conditions. In no case shall the crest be set at an elevation greater than two feet above the ordinary high-water mark of the stream. "Ordinary high-water mark" means the line between upland and bottomland that persists through successive changes in water levels, below which the presence and action of the water is so common or recurrent that the character of the land is marked distinctly from the upland and is apparent in the soil itself, the configuration of the surface of the soil, and the vegetation. The dam shall be removed within 14 days of placement.
11. All fill/backfill shall consist of clean inert material that will not cause siltation nor contain soluble chemicals, organic matter, pollutants, or contaminants. All fill shall be contained in such a manner so as not to erode into any surface water, floodplain, or wetland. All raw areas associated with the permitted activity shall be stabilized with sod and/or seed and mulch, riprap, or other technically effective methods as necessary to prevent erosion.
12. All riprap shall be properly sized and graded based on wave action and velocity, and shall consist of natural field stone or rock (free of paint, soil or other fines, asphalt, soluble chemicals, or organic material). Broken concrete is not allowed.
13. The existing structure shall be kept open to pass the stream flow during removal of the existing road fill.
14. The placement of the new culvert and the initial placement of fill in the stream shall be done immediately after removal of the existing culvert. The placement shall be conducted in such a manner that all flow is immediately passed through the new culverts, allowing the major placement of fill to be done in the dry or in still water where erosion and siltation will be minimized. The fill material used in this initial placement shall be washed gravel, coarse aggregate, or rock and shall be placed at both ends of the culvert to a level above normal water level before backfill material is placed.
15. The culvert shall be installed to align with the center line of the existing stream at both the inlet and outlet ends and must be buried below the stream bed to provide a natural channel substrate through the structure as shown on the approved plans.
16. No work shall be done in the stream during periods of above-normal flows except as necessary to prevent erosion.
17. Any other filling, grading, or construction within the 100-year floodplain will require a separate EGLE permit before starting the work.
18. The structure shall be firmly anchored to prevent flotation or lateral movement.

- 19. The permittee is cautioned that grade changes resulting in increased runoff onto adjacent property is subject to civil damage litigation.
- 20. Fill shall not be placed to prevent surface water drainage across the site. Site runoff shall be directed to public or natural drainage ways and not unnaturally discharged onto adjacent properties.

Issued By: 

 John Delehanty
 Grand Rapids District Office
 Water Resources Division
 616-256-3920

THIS PERMIT MUST BE SIGNED BY THE PERMITTEE TO BE VALID.

I hereby assure that I have read, am familiar with, and agree to adhere to the terms and conditions of this permit.

 Permittee Signature

 Date

cc: Big Rapids Township Clerk
 Mecosta County Drain Commissioner
 Mecosta County Clerk

**BIG RAPIDS CHARTER TOWNSHIP BOARD
REGULAR MEETING TUESDAY, APRIL 2, 2024
BIG RAPIDS TOWNSHIP OFFICES, 14230 NORTHLAND DR.
BIG RAPIDS, MI 49307
7:00 PM
UNAPPROVED**

PLEDGE OF ALLEGIANCE.

CALL TO ORDER: 7:00 p.m. ROLL CALL: Bean, Bechaz, Currie, Everett, Geib, Saez, Teceno present.

PUBLIC COMMENT: Bill Schoenlein - on the application to appeal the ZBA - appealing the way it got to the planning commission via the zoning administrator. Ordinance that specifically states that the site plan shall be required prior to zoning review. I've stated why the site plan materials are not complete. Appreciate what Carman is trying to do to get ordinances straightened out. Please read my appeal thoroughly - so that you can see the Township is potentially in violation of their own ordinances.

Bean - apologizes for ineptness regarding that issue.

ADDITIONS TO AGENDA: Three Correspondences:

1. EGLE letter to Fenstermacher in request for a large water withdrawal.
2. Rieth Riley letter acknowledging a recent cyber-attack issue.
3. Whitestone Land offer.

CORRESPONDENCE: 1. Cypress Creek Renewables - interested in leasing property in Industrial Park for a solar field - in there to review and discuss at next meeting.
2. Application to Appeal ZBA

CONSENT AGENDA

1. **March 3, 2024, Meeting Minutes:**
2. **March 14, 2024 Special Meeting Minutes:**
3. **Building Department Report:**
4. **Cemetery and Grounds Report:**
5. **Fire Department Report:**
6. **Sewer Department Report:** Everett- they are asking for maintenance at a couple locations. No davit sockets installed. Bean can request information on that - more detailed quotes and why necessary.
7. **Water Department Report:**
8. **Board of Review Minutes:**
9. **Planning Commission Minutes:**
10. **Roads Committee Minutes:**

A motion to approve of the consent agenda was made by Currie. Bechaz supports. Motion passed unanimously.

UNFINISHED BUSINESS:

1. **Wastewater Agreement:** Update from Bean: met with the city regarding wastewater agreement with the city and Green Twp yesterday, determined there's no reason to change it. 30 year agreement that is reviewed every 5 years.
2. **Update on Ordinance Review:** Bean: After a gathering all of the changes which have been voted on by both the board and zoning, I will send that all to the planning commission and see if they need to make any changes, it would come to the board for the approval, and when we do that we will include document control dates to make any changes needed in the future. In full disclosure the ordinance book that we had is stamped current through 2016. We had one on the website that is not current. Third copy somewhere in between and all have been used by the planning administrator unfortunately. Dug up all of the changes and they are being incorporated into the book so that we can create one concise ordinance book. This will help us track the changes and why they were made.
3. **Property Tax Exemption App – Attorney Update:** Saez -We approved of our own property tax exemption application, but we need to decide if we want to require attorney's approval as well. Many jurisdictions require the attorney to approve of the exemptions and not just the assessor. Currie - Can we get a recommendation from MTA because the assessor already approves of the veterans' exemptions. Bean to call Catherine from the MTA.

NEW BUSINESS:

- Mecosta Conservation District:** Brooke stopped by to give us an update. Last year was the 20th anniversary for the program. It's a very costly program to sustain. No profit at all - but don't want people disposing of this waste improperly. The only way they've been able to sustain it is from donations of support. Currie - asked for a pdf version of information to go on back of taxes. A motion to support MCD in the amount of \$3,000 was made by Currie, supported by Teceno. Bechaz - is that enough? Sounds like spending more than that. Brooke - yes, with community support, but if you were to ever do it on your own it would cost a minimum of \$15,000. Motion passed unanimously on a roll call vote.
- Fire Department Hazard Survey Report:** Bean - 5 serious issues and one recommendation - A Deb will be following up with the fire chief to check on progress every 30 days. Tubbs- first serious issue: get all documentation in one place. Getting a book together. GFCI outlets were installed. Bean - request that you develop an action plan with tasks required and assign if needed, provide projected completion dates and provide an update on each item at each meeting until all items are completed. Bechaz - waiting for a grant? Tubbs - can't spend money before applying for the grant. Bean - address anything serious regardless of grant.
- New Firewall Quote:** Saez- Aging firewall they found when they came to do maintenance on the server. A motion was made to approve the Firewall quote in the amount of \$2,548.87 by Saez, supported by Currie. Motion passed unanimously on a roll call vote.
- Principles of Governance:** All signed as changeover has occurred since last signing.
- Starlink:** Saez provided a quote of what starlink would cost to cover wifi at the park for cameras. A motion was made by Currie to approve the starlink purchase for security cameras, supported by Teceno. Motion passed on a roll call vote. Saez to see if we can pause or cancel for the winter months when the park is closed.
- Supervisor Request:** Would like to request from the board an open forum discussion on what wants/needs and concerns are on both fire and first responder services. Would like input from the community. Bechaz - think that's a good idea because they voted on it. Everett - special meeting? Bean - yes more committee of the whole meeting to invite the public. Teceno - think it's a good idea. Bean - no motion needed. To be scheduled.
- Grounds Assistant Wage:** Bean requests that we start out the new grounds employee at the same level that we brought Marc on because he's a quality level employee and with Tims retirement and Marc picking up slack in planning and zoning, we will need to fill his position. Marc is becoming more familiar with zoning. Currie - right now it's part time, no decision on full time. With that said, I would like to support the supervisor's request for the pay increase to \$17.90. Geib - are we still part time? yes. Bechaz - part time with full time hours - Teceno - full time to be decided at a later date? Bean - no comment on that right now. Lonny introduction - working with Marc - great job of bringing me on board - appreciate the opportunity.
- Roads:** Recommendations for road improvements for 2024 were given by the Road Committee. Currie - Extremely successful in contributing to road projects in the last 10 years. Have made large gains to do that and we have the funds to do it. Bean to make sure expenses and improvements are posted on the website. Feels we have been spending the money on roads - the road commission is tied with funding and if we have a surplus, we are either not providing enough service or over-taxing. Teceno - typically get a better price once larger quantities come in. Just to let everyone know, the amount is slightly below average from the last few years. Very important to keep up with. Saez - Many calls frustrated with chip and fog seals - asks Teceno for explanation. Teceno - Many don't understand why we would do that to a newer road. It seals cracks we can't see to the naked eye to prevent water getting in cracks and helps lengthen the quality of the road. Engineers recommend this to every new road in 2-3 years. Didn't used to maintain but they now keep up with it and it has improved longevity to roads. Possibly add a section in the annual flier so people understand it. Everett - maintaining a road vs repairing is tremendous. A motion was made by Currie to approve paving Woodward at \$198,809.77, Teceno supports. Motion passed unanimously on a roll call vote. A motion was made by Currie to approve paving 215th milling and paving at \$175,313.30, Teceno supports. Geib - 14 to 15, what about the stop sign to Perry? Teceno - also getting done but covered by a grant. They were asking for some additional local funds to match that grant but with us doing this the road commission will cover that. Motion passed unanimously on a roll call vote. Bean - on 215th mystery culvert - drain, road commission doesn't know anything about it - somehow drain got put in under 215th near wetlands from the Brooks to the other side. A motion was made by Currie to approve of the chip and fog seal recommendations for \$109,168.73, Teceno supports. Motion passed unanimously on a roll call vote.

9. **Move May Meeting (May 6th)** Saez motions to move next month's meeting to Monday May 6th. Currie supports.

Financial

1. **Payroll:** A motion was made by Currie to approve payroll in the amount of \$37,537.22. Teceno supports. Motion passed unanimously on a roll call vote.
2. **Accounts Payable:** A motion was made by Saez to approve of Accounts Payables in the amount of \$122,280.99. Currie supports. Motion passed unanimously on a roll call vote.

Other Discussion from Board: Teceno - texting service update? Saez - first official text out to those that we have public records for. As more updates come along, more uses will be found.

PUBLIC COMMENT: None.

ADJOURNMENT: 8:15pm

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 ELECTION COMMISSION MEETING

Wednesday, April 3, 2024

12pm

UNAPPROVED

Call to order: 12:00 pm Saez, Everett, Geib

1. Appointment of Election Inspectors for the February 27, Presidential Primary:

Election Inspectors:

- D Sue Bean
- R Dena Marek
- D Jenna Kondziolka
- R Delphine Defever
- D Debra Iafrate
- R Laurie Daniels
- D Rachel Vodry

Receiving Board:

- R Hannah Saez
- D Cheryl Kondziolka

A motion was made by Geib to approve of the Inspectors as printed. Supported by Geib. Motion passed unanimously.

The public test of the Dominion voting equipment was conducted on 4/3/24.

Adjourned: 12:01pm

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Monthly Permit List

04/25/2024

Building

Permit #	Contractor	Job Address	Fee Total	Const. Value
PB22-0051	SCHROEDER MICHAEL E	19308 SENECA LANE	\$1,225.00	\$190,450
Work Description: NEW CONSTRUCTION - LOG HOME - 28'X36' MAIN 1,008 SQFT; SECOND FLOOR 612 SQFT; BASEMENT 1,008 SQFT; PORCH 288 SQFT				
PB23-0049	LATTIMORE, ANDY & CATHER	18401 15 MILE RD	\$423.00	\$55,440
Work Description: DOUBLE WIDE MOBILE HOME: 1993 FAIRMOUNT 28'X36'				
PB24-0013	PEOPLES PAUL N & PATRICIA	22234 13 MILE RD	\$354.00	\$21,120
Work Description: POLE BARN 16'X40'				
PB24-0015	SCHRINER MARK G & MONICA	15521 RYANS CREEK WAY	\$333.00	\$25,872
Work Description: POLE BARN 28'X28'				
PB24-0017	BV MANAGEMENT LLC	13452 NORTHLAND DR	\$200.00	\$800
Work Description: WALL MOUNTED SIGN - GRAB-N-GO				
PB24-0018	BV MANAGEMENT LLC	13452 NORTHLAND DR	\$200.00	\$800
Work Description: WALL MOUNTED SIGN - DRIVE THRU				
PB24-0019	MEIJER INC	15400 WALDRON WAY	\$110.00	\$0
Work Description: TEMPORARY 30'X60' TENT FOR FIREWORKS SALE - SALES PERIOD WILL BE NO LONGER THAN JUNE 24TH THROUGH JULY 6TH 2024				

Total Permits For Type: 7
Total Fees For Type: \$2,845.00
Total Const. Value For Type: \$294,482

Electrical

Permit #	Contractor	Job Address	Fee Total	Const. Value
PE24-0016	MECOSTA COUNTY MEDICAL	14755 215TH AVE	\$141.00	\$0
Work Description: WAITING ROOM ALTERATION: 4 CIRCUITS, LIGHTING FIXTURES, 2 INSPECTIONS				
PE24-0017	CIRCLE DRIVE MHP LLC	12380 185TH LOT 50	\$125.00	\$0
Work Description: 100 AMP SERVICE, 1 INSPECTION, 1 RE-INSPECTION				
PE24-0018	BEJCEK BRIAN C & BETH	17964 TRESTLE BEND DR	\$582.00	\$0
Work Description: NEW CONSTRUCTION: SERVICE, 52 CIRCUITS, LIGHTING FIXTURES, DISHWASHER, GARBAGE DISPOSAL, 4 220 OUTLETS, 4 INSPECTIONS				
PE24-0019	STERN CAROLINE & MYRA	16652 MITCHELL CREEK TRAIL	\$421.00	\$0
Work Description: NEW RESIDENCE: SERVICE, 35 CIRCUITS, LIGHTING FIXTURES, DISHWASHER, FURNACE, 220 OUTLET, BUSS DUCT, WELL PUMP, 4 INSPECTIONS				

Total Permits For Type: 4
Total Fees For Type: \$1,269.00

Total Const. Value For Type: \$0

Mechanical

Permit #	Contractor	Job Address	Fee Total	Const. Value
PM24-0023	MAROSI DAVID & NANCY	14920 230TH AVE	\$105.00	\$0
Work Description: WOOD BUNING FIREPLACE, 1 INSPECTION				
PM24-0024	STANKO ROBERT P JR & DAW	23309 13 MILE RD	\$135.00	\$0
Work Description: FURNACE, AIR CONDITIONING, 1 INSPECTION				
PM24-0025	LATTIMORE ANDY & CATHER	18401 15 MILE RD	\$205.00	\$0
Work Description: MOBILE HOME: FURNACE, GAS PIPING, 1 INSPECTION				
PM24-0026	SABLE DEVELOPING INC	15012 OAKWOOD DR	\$195.00	\$0
Work Description: NEW CONSTRUCTION: RESIDENTIAL HEATING SYSTEM, AIR CONDITIONING, 2 INSPECTIONS				
PM24-0027	SABLE DEVELOPING INC	23350 15 MILE RD	\$240.00	\$0
Work Description: NEW CONSTRUCTION: HEATING SYSTEM, GAS BURNING FIREPLACE, GAS PIPING, AIR CONDITIONING, 2 INSPECTIONS				

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

Plumbing

Permit #	Contractor	Job Address	Fee Total	Const. Value
PP24-0008	STERN CAROLINE & MYRA	16652 MITCHELL CREEK TRAIL	\$239.00	\$0
Work Description: NEW RESIDENCE: 13 FIXTURES, 3 STACKS, SEWER CONNECTION, 3/4 WATER DISTRIBUTION, 3 INSPECTIONS				

Total Permits For Type: 1
Total Fees For Type: \$239.00
Total Const. Value For Type: \$0

Zoning Clearance

Permit #	Contractor	Job Address	Fee Total	Const. Value
PZ24-0005	SABLE DEVELOPING INC	19080 FOX GLOVE CIRCLE	\$25.00	\$0
Work Description: ZONING CLEARANCE FOR NEW RESIDENCE				
PZ24-0009	SCHAAF ROBERT	13875 NEW MILLPOND ROAD	\$25.00	\$0
Work Description: ZONING CLEARANCE FOR MODULAR HOME				
PZ24-0010	STERN CAROLINE & MYRA	16652 MITCHELL CREEK TRAIL	\$25.00	\$0
Work Description: NEW RESIDENCE - ZONING CLEARANCE				

Total Permits For Type: 3
Total Fees For Type: \$75.00

Total Const. Value For Type:

\$0

Report Summary

Grand Total Fees:

\$5,308.00

Grand Total Permits:

20

Grand Total Const. Value:

\$294,482

Population: All Records

Permit.DateIssued Between
4/1/2024 12:00:00 AM AND
4/30/2024 11:59:59 PM

Big Rapids Charter Township

Cemetery and Grounds Monthly Report *April. 2024*

Activity:

- 1- Grounds at cemetery.
- 2- Grounds at parks/township/FD.
- 3- Training course for zoning.
- 4- Full Burials = 0. Cremains. =2.
- 5- Foundation completed =0.

Month summary:

Finished marking block 16 for locations. This is now 100% completed. Painted bathroom and cemetery. Fixed lawns from winter plowing. Worked on security cams at BRT office, having connection issues. Replaced door knob on rear door @ BRT office, also replace door knob of Zoning office. Started repairing and replacing flags at cemetery. Flags are now complete 4-25-24. Put all trash barrels out. Got water on at cemetery and park. No leaks at either. Cleaned Park bath room for little league practice. Replaced both 2x12x16 benches on ball field. One was completely broken. Started mowing in all areas.

Marc Veldman
Grounds Manager

FIRE DEPARTMENT REPORT

May 7, 2024

General:

The department continues to run well. We had an above average call volume for the month of April. We would like the board to consider the MABAS agreement that was presented several months ago to the supervisor. The County Chief's are working on this agreement and awaiting our decision.

Call Volume:

Total calls for the month of April 2024: 39

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

Year to Date Call volume 142

Year to Date Call Locations:

BR TWP	126
Barton TWP	
Big Prairie TWP	
City of Big Rapids	5
Colfax TWP	
Grant TWP	
Green TWP	2
Lake County	1
Osceola County	
Mecosta TWP	
Morley	6
Norwich TWP	2

Personnel:

We are currently at a roster of 17.

Our command staff are Chief Tubbs, Deputy Chief Douglass, Captain Nick Wyma, Lieutenant Jarred Jones and Lieutenant Adam Perez.

Training:

Training this month consisted of Truck Checks, Medical Assessments, station maintenance and SCBA drills.

Repairs Completed:

None to report

Station Maintenance:

Most of the list of items from the MIOSHA consultant are completed. We are working on setting up the binder of documentation and will have the remaining physical issue completed when the basement drainage project is completed.

Budget/Purchasing over \$2,500.00:

None at this time.



Northwest Kent Mechanical Co.

Commercial • Industrial • Institutional

P.O. Box 216K • 4095 16 Mile Road

Cedar Springs, MI 49319

(616) 696-9026 • Fax (616) 696-9327

www.nwkentmech.com

April 26, 2024

Mr. Carman Bean
Big Rapids Township
14212 Northland Drive
Big Rapids, MI 49307

RE: Monthly Lift Station Report

Dear Carman:

We made it through another month without any issues to speak of. All Stations are in good general condition and all pumps and controls have tested satisfactory. We have shut down the Electric Heaters for the Season at each Station. We did note that at Perry Street, we will need to replace a GFI Outlet due to age.

If you have any questions, please feel free to reach out to me. It's always a pleasure to serve the Township and Community in this capacity.

Sincerely,

Mark Ducat
Northwest Kent Mechanical Co.
616-885-6050



Northwest Kent Mechanical Co.

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BIG RAPIDS CHARTER TOWNSHIP SEWAGE LIFT STATION REPORT

Date: 4-25-24

Completion by Service Technician: Jim AREND S

MONTHLY SERVICE REPORT

#1 SHERIDAN STREET LIFT STATION

Station Generally:	GOOD		
Pump 1:	HOURS: —	AMPS: L1: 4.9	L2: 5.4 L3: 4.8
Pump 2:	HOURS: —	AMPS: L1: 5.1	L2: 5.1 L3: 4.9
Pump Operations	GOOD		
Pump 1 PSIG:	N/A 15 PSI		
Pump 2 PSIG:	N/A 15 PSI		
Electrical:	GOOD		
Controls:	GOOD		
Wet Well:	GOOD		
Notes & Recommendations			

#2 05-978 VENLO LIFT STATION

Station Generally:	GOOD		
Pump 1:	HOURS: N/A	AMPS: L1: 4.4	L2: 4.3 L3: 4.4
Pump 2:	HOURS: N/A	AMPS: L1: 3.8	L2: 4.0 L3: 4.0
Pump Operations	GOOD		
Pump 1 PSIG:	N/A		
Pump 2 PSIG:	N/A		
Electrical:	GOOD		
Controls:	GOOD		
Wet Well:	GOOD		
Notes & Recommendations			

#3 01-694 PERRY STREET LIFT STATION

Station Generally:			
Pump 1:	HOURS: 10308	AMPS:	L1: 32.0 L2: 31.1 L3: 30.6
Pump 2:	HOURS: 11639	AMPS:	L1: 36.7 L2: 36.6 L3: 36.9
Pump Operations	GOOD		
Pump 1 PSIG:	N/A		
Pump 2 PSIG:	N/A		
Electrical:	GOOD		
Controls:	GOOD		
Wet Well:	GOOD		
Notes & Recommendations	15 AMP GFI OUTLET BURNED UP / NEED REPLACEMENT		

#4 96-284 BIG RAPIDS HIGH SCHOOL LIFT STATION

Station Generally:	GOOD		
Pump 1:	HOURS: 2202	AMPS:	L1: 8.4 L2: 8.9 L3: 9.7
Pump 2:	HOURS: 2428	AMPS:	L1: 8.0 L2: 8.8 L3: 9.6
Pump Operations	GOOD		
Pump 1 PSIG:	N/A		
Pump 2 PSIG:	N/A		
Electrical:	GOOD		
Controls:	GOOD		
Wet Well:	GOOD		
Notes & Recommendations			

#8 05-1004 HILLS AT MITCHELL CREEK LIFT STATION

Station Generally:	GOOD		
Pump 1:	HOURS: 491	AMPS:	L1: 7.2 L2: 7.0 L3: 7.1
Pump 2:	HOURS: 692	AMPS:	L1: 5.5 L2: 5.7 L3: 5.6
Pump Operations			
Pump 1 PSIG:	26 FT H ₂ O		
Pump 2 PSIG:	20 FT H ₂ O		
Electrical:	GOOD		
Controls:	GOOD		
Wet Well:	GOOD		
Notes & Recommendations			

#9 05-983 BIG RAPIDS TOWNSHIP INDUSTRIAL PARK (NORTHLAND DRIVE)

Station Generally:	GOOD		
Pump 1:	HOURS: 403	AMPS:	L1: 20.9 L2: 21.6 L3: 21.1
Pump 2:	HOURS: 409	AMPS:	L1: 21.0 L2: 22.0 L3: 21.4
Pump Operations	GOOD		
Pump 1 PSIG:	N/A		
Pump 2 PSIG:	N/A		
Electrical:	GOOD		
Controls:	GOOD		
Wet Well:	GOOD		
Notes & Recommendations			

#10 06-1552 UNIVERSITY PARK SUITS LIFT STATION

Station Generally:	GOOD		
Pump 1:	HOURS: 2269	AMPS:	L1: 21.0 L2: 21.9 L3: 20.1
Pump 2:	HOURS: 2528	AMPS:	L1: 19.1 L2: 19.3 L3: 19.0
Pump Operations	GOOD		
Pump 1 PSIG:	60 FT H ₂ O		
Pump 2 PSIG:	55 FT H ₂ O		
Electrical:	GOOD		
Controls:	GOOD		
Wet Well:	GOOD		
Notes & Recommendations			

#11 06-1215 MENARDS LIFT STATION

Station Generally:	GOOD		
Pump 1:	HOURS: 2194	AMPS:	L1: 5.8 L2: 5.3 L3: 5.5
Pump 2:	HOURS: 1187	AMPS:	L1: 16.6 L2: 16.0 L3: 16.1
Pump Operations	GOOD		
Pump 1 PSIG:	N/A		
Pump 2 PSIG:	N/A		
Electrical:	GOOD		
Controls:	GOOD		
Wet Well:	GOOD		
Notes & Recommendations			

#12 10-1374 GILBERT DRIVE LIFT STATION

Station Generally:	GOOD		
Pump 1:	HOURS: 7198	AMPS: L1: 30.1	L2: 32.9 L3: 33.0
Pump 2:	HOURS: 6594	AMPS: L1: 31.1	L2: 34.1 L3: 32.9
Pump Operations	GOOD		
Pump 1 PSIG:	N/A		
Pump 2 PSIG:	N/A		
Electrical:	GOOD		
Controls:	GOOD		
Wet Well:	GOOD		
Notes & Recommendations			

#13 NORTH STATE LIFT STATION

Station Generally:	GOOD		
Pump 1:	HOURS: N/A	AMPS: L1: 9.0	L2: 10.4 L3: 9.7
Pump 2:	HOURS: N/A	AMPS: L1: 8.9	L2: 9.8 L3: 9.8
Pump Operations	GOOD		
Pump 1 PSIG:	12 PSI		
Pump 2 PSIG:	12 PSI		
Electrical:	GOOD		
Controls:	GOOD		
Wet Well:	GOOD		
Notes & Recommendations			

Big Rapids Township Industrial Park Water Plant Monthly Report

April 2024

All operations are normal at the plant. Well number 2 has been working great and producing ample water for the distribution system, the chlorine residual has been maintaining at 0.5 to 0.7 mg/L or parts per million. We did a bunch of water sampling this month, Quarterly bacti samples for the 2nd Quarter and VOC/SOC samples (Herbicides and Pesticides) The VOC/SOC samples we are still waiting for the results but the bacti sample results were both good.

The diesel fuel is still almost completely full for the generator. There were no alarms with Sensaphone which was good, and the distribution pumps and motors are all working well.

MECOSTA COUNTY SHERIFF'S OFFICE

Sheriff Brian Miller

225 S. Stewart Avenue, Big Rapids, MI, 49307

(231) 592-0150 Fax (231) 796-5577

Big Rapids Township Monthly Report: March 2024

Traffic Stops-18

Traffic Tickets-10

Appearance Tickets-5

Property Damage Crashes-8

Physical Arrests-2

Animal Control-2

Total MCSO Complaints-56

Activities/Information:

On 03-08-2024 at 1604 hours a deputy responded to a business on Waldron Way for the report of a plate being stolen from a vehicle. After reviewing store video, an older model Ford Focus is seen circling the lot, with a white male in his 30-40's getting out and taking the plate from the complainant's vehicle. The suspect has not been identified at this time.

On 03-16-2024, approximately 2025 hours, a deputy was dispatched to a business on Perry Ave near 215th Ave for a person in the Security Office who was trying to take some items. The caller stated that the items were retrieved, that they were able to recover the stolen items from a 21-year-old male. The deputy arrived and wrote the male an appearance ticket for the theft.

On 03-17-2024 at 0923 hours a deputy took a retail fraud complaint at a business on Perry Ave near 215th Ave. Upon arriving the deputy discovered the suspect, identified as a 65-year-old female had left. Contact was made with her, and she was trespassed and given an appearance ticket for the theft.

On 03-21-2024 at 1502 hours a deputy was dispatched to a business on Waldron Way in reference to a retail fraud. The deputy arrived on scene and

spoke with the complainant, who advised that there was a white male subject between the age of 30 and 40 years old, slight beard, who had stolen some trading cards and possibly some automotive items. He then took off in an F250 with a smokestack on it with a wooden bed, a red roof, and a black cab. There was no plate on the vehicle. He stated there was somebody with him, however that male did not steal anything. There are no suspects at this time.

On 03-23-2024 at 0749 hours a deputy took a breaking and entering on 14 Mile Rd near 190th Ave, that resulted in the 20-year-old male being arrested. The offender lacerated his right arm while breaking into the pole barn during the incident. The offender was transported to Corewell Health by Mecosta County EMS prior to being arrested.

On 03-25-2024 at 0959 hours a deputy was initially dispatched to a hit and run accident on 215th Ave near 15 Mile Rd. The caller advised that she had been stopped at the stop sign when someone had sideswiped her vehicle and had left the area. The caller advised that she had then found the other involved vehicle which was a black Dodge Dually pickup truck bearing an Ohio registration that was now in an adjacent parking lot. Investigation led to the other driver, a 24-year-old male being given an appearance ticket for driving on a suspended license.

On 03-25-2024 at 1126 hours deputies were dispatched to a business on Perry Ave near 215th Ave reference a retail fraud complaint. The caller advised that a male wearing a camo coat in his mid-30s with a shopping cart had stolen something from the store. The caller advised that the suspect was now out by employees' cars looking into them. It was also advised that the male had been in the area since 0300 hours this morning. It should be noted that the deputy made contact with the complainant via Tx prior to his arrival on scene. She advised that the suspect was getting ready to get into a tan Honda minivan. She advised that the suspect had been in one of the aisles in the store near the bathrooms. In the camera it could be seen that his hand moved to the shelf, grabbed something off the shelf, then the suspect put it into his pocket before he exited the store. She advised that the suspect had been on the property acting very suspicious since approximately 0300 hours this morning. She advised that the suspect was wearing a camouflage-style jacket with blue jeans on and had just put the shopping cart back in one of the shopping cart corrals and was walking back to the Honda minivan through the parking lot. The deputies made contact with the male, 34 years old, with stolen items being recovered. He was arrested and transported to the Mecosta County Jail.

On 03-31-2024, at approximately 0005 hours, deputies were dispatched to an apartment complex on Northland Dr near 14 Mile Rd reference a CCW weapons offense complaint. The caller advised that there was a gray Sedan that sped into the parking lot with a male driver who got out and started yelling at a female in an

apartment. The caller stated that the female locked her door. The male went back to his car and said, "I'm getting my gun." The male pulled into a couple parking spots across from the caller's apartment and fired off one shot. The caller stated that he did not see the gun, just heard him say that and heard one shot, and then he left. He left headed northbound about two minutes ago at 0007 hours. The caller advised that he had fired it towards the car wash area. The caller also stated he could not see the registration, but it was a white male in his 20s wearing gray sweatpants, sneakers, a purple hoodie, and a ball cap. He had a male passenger as well. He could see short hair, but he never got out of the car. The female who he was yelling at is still in her apartment. The caller could see her opening her blinds and looking around. While en route to the call, multiple Officers were looking for the suspect vehicle and did not locate the vehicle on State St at this time. After investigation it has been determined that a 22-year-old male is the suspect, and that the gun was fired into a truck in the lot. A warrant has been issued for the male for reckless discharge of a firearm.

**MINUTES
BIG RAPIDS CHARTER TOWNSHIP
PLANNING COMMISSION**

Tuesday, March 12, 2024 --- 7:00 p.m.

Big Rapids Township Hall, 14230 Northland Drive, Big Rapids, MI 49307

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

Chairperson Amanda Wethington called the regular meeting of the Big Rapids Charter Township Planning Commission to order at the township hall on Tuesday, March 12, 2024 at 7:00 p.m.

II. ROLL CALL:

Present: Zach Cook, Jerry Everett, Gordon Oliver, Jeff Oosterhouse, Mark Sweppenheiser and Amanda Wethington. Mary Davis was absent. The record shows there is a quorum. Also present: Timothy Kleinheksel, Zoning Administrator and Recording Secretary.

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 February 13, 2024 meeting. Mr. Oliver made a motion to approve the February 13, 2024 minutes as submitted. Mr. Everett supported the motion. There was no further discussion. The motion passed unanimously with six ayes.

V. PUBLIC HEARING SUP24-001 RIETH-RILEY:

Mr. Gary Schenk, attorney for Rieth-Riley, introduced the mining project stating the 20 acre parcel is directly North of the existing Taft pit. Highlights of the project: excavation planned for 12 acres of the parcel, no additional truck traffic, entrance will be off the existing drive on the Southeast corner of the parcel, the entrance off 16 Mile Road will be gated and will not be used for truck traffic. Mr. Chad Waldo, manager for Rieth-Riley and Dean Geers, Associate Director for Atwell Engineering presented further details of the project from the site plan drawings. Two options of the site plan were displayed and detailed – Plan A having barrier berms on three sides of the property while Plan B has berms on the East and West sides with natural barrier of forest and vegetation on the North boarder of the property. Other features and details of the project were highlighted during the presentation.

Mr. Leland Carlson, homeowner on 16 Mile Road, stated he purchased the house in 2009 and has improved the property including a swimming pool. Mr.

Carlson concerns include noise, dust and decreased property value. Mr. Timothy Conley, homeowner on 16 Mile Road, stated his concern was answered by the fact that the North entrance would be gated and will not be used for truck traffic.

After discussion between the Planning Commission members and those present, it was pointed out that a report from the Township Engineer was not presented and Mr. Sweppenheiser made a motion to table the public hearing for SUP24-001 Rieth-Riley mining application. Mr. Oosterhouse supported the motion. The motion passed unanimously. Mr. Kleinheksel will contact the engineer for the needed report. Mr. Waldo requested that he be contacted by the engineering firm.

VI. ACTION ON SUP24-001 RIETH-RILEY:

No action was taken at this meeting.

VII. PUBLIC COMMENT:

There was no additional public comment.

VIII. ADJOURNMENT:

Mrs. Wethington adjourned the meeting at 7:47pm.

APPROVAL: Action taken at the regular meeting of April 9, 2024: Motion to approve the Planning Commission minutes of March 12, 2024 by: Mr. Cook. Supported by: Mr. Oliver. Motion carried with six ayes.

Timothy Kleinheksel
Timothy Kleinheksel, Recording Secretary
BIG RAPIDS CHARTER TOWNSHIP
PLANNING COMMISSION

April 9, 2024
Date Approved

**MINUTES
BIG RAPIDS CHARTER TOWNSHIP
PLANNING COMMISSION**

Tuesday, April 9, 2024 --- 7:00 p.m.

Big Rapids Township Hall, 14230 Northland Drive, Big Rapids, MI 49307

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

Chairperson Amanda Wethington called the regular meeting of the Big Rapids Charter Township Planning Commission to order at the township hall on Tuesday, April 9, 2024 at 7:00 p.m.

II. ROLL CALL:

Present: Zach Cook, Jerry Everett, Gordon Oliver, Jeff Oosterhouse, Mark Sweppenheiser and Amanda Wethington. Mary Davis was absent. The record shows there is a quorum. Also present: Timothy Kleinheksel, Zoning Administrator and Recording Secretary.

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 March 12, 2024 meeting. Mr. Cook made a motion to approve the March 12, 2024 minutes as submitted. Mr. Oliver supported the motion. There was no further discussion. The motion passed unanimously with six ayes.

V. PUBLIC HEARING SUP24-001 RIETH-RILEY:

Mrs. Wethington opened the public hearing at 7:01 p.m. Mr. Gary Schenk, attorney for Rieth-Riley, introduced the mining project stating the 20-acre parcel is directly North of the existing Taft pit. Highlights of the project: excavation planned for 12 acres of the parcel, no additional truck traffic, entrance will be off the existing paved road on the Southeast corner of the parcel, the entrance off 16 Mile Road will be gated and will not be used for truck traffic. Mr. Chad Waldo, manager for Rieth-Riley and Dean Geers, Associate Director for Atwell Engineering presented further details of the project from the site plan drawings. Two options of the site plan were displayed and detailed – Plan A having barrier berms on three sides of the property while Plan B has berms on the East and West sides with natural barrier of forest and vegetation on the North boarder of the property. Other features and details of the project were highlighted during the presentation.

Mr. Jerry Boman, homeowner adjacent to the North property line of the site, stated he would be in favor of Plan B as it provides a natural buffer to his property. Mr. David Hamelund, homeowner adjacent to the West property line of the existing Taft Pit, stated if a gravel pit is operating next to his property, he would want it to be operated by Chad Waldo and Rieth-Riley. He added that if the addition of the new pit will move material out faster, he is all for it. Mr. Hamelund suggested that the Township consider increasing the special use permit notification of property owners from 300' to possibly $\frac{1}{4}$ to $\frac{1}{2}$ mile. He also suggested that when a mining permit is renewed every 2 years it would be nice if the Township could notify adjacent property owners. Mr. Leland Carlson, homeowner on 16 Mile Road, stated that the distance from his front door to the proposed excavation would be approximately 250'. Mr. Waldo replied that the majority of the excavation will take place toward the South end of the property. Mr. Carlson stated that his wife works second shift and their quality of life would be affected. He also stated his concern of decreased property values. Mr. Schenk presented a property value study showing that because people will anticipate the development that follows a mining operation, the effect is actually an increase in property values. Mr. Carlson presented photos to the Commission members of his house and land views stating again the proximity to the excavation. Mr. Schenk pointed out that the plans meet the Township's setback requirements and Rieth-Riley will be doing everything necessary to minimize noise. Mr. Carlson inquired about well water being affected. Mr. Hamelund stated that the water quality at his house is fine and has not had any problems.

Mr. Mike Oezer, Senior Civil Engineer with Progressive Engineering, stated that he completed an on-site inspection of the proposed mining parcel on March 21, 2024 along with Rieth-Riley representative Chad Waldo to gain understanding of the application. His report included several recommendations to Rieth-Riley that were satisfactorily answered. He also pointed out that the performance bond in the report was stated incorrectly and should be \$40,000. Mr. Oezer suggested that Rieth-Riley consider a back-up alarm on excavating equipment that is quieter and not so piercing. Mr. Waldo said that there is an alarm on the market that is more of a buzz and not a beep and could be a consideration. Mr. Oezer asked if the berm height could be higher than stated on the drawings. Mr. Waldo stated that the berms in the existing pit are higher than the stated seven foot. Mr. Oosterhouse inquired as to when the berms would be installed, to which Mr. Waldo indicated they would begin as soon as the permit was issued. Hearing no other questions, Mrs. Wethington closed the public hearing at 7:32 p.m.

VI. ACTION ON SUP24-001 RIETH-RILEY:

The Planning Commission members discussed the application including the review of the following standards from the Township ordinances: (1) The nature, location and size of the special use shall not change the essential character of the surroundings area, nor disrupt the orderly and proper development of the district as a whole. The use shall not be in conflict with, or discourage the adjacent or neighboring use of lands or buildings. (2) The special use shall not

diminish the value of the land, buildings or structures in the neighborhood. (3) The special use shall not increase traffic hazards or cause congestion on the public highways or streets of the area. Adequate access to the parcel shall be furnished. (4) The water supply and sewage disposal system shall be adequate for the proposed special use by conforming to State and County Health Department requirements, and the special use shall not over-burden any existing services or facilities. (5) Uses by special permit shall not be significantly more objectionable to nearby properties by reason of traffic, noise, vibrations, dust, fumes, odor, smoke, glare, lights or disposal of waste than the operation of any principal permitted use, nor shall the special use increase hazards from fire or other dangers to either the property or adjacent property. (6) The Planning Commission may require that the premises be permanently screened from adjoining or contiguous properties by a wall, fence, plant screen and/or other approved enclosure when deemed necessary to buffer the surrounding uses from objectionable noise, light and the like created by the special use. (7) The special use shall be consistent with the intent and purpose of this chapter and with the intent of the land use plan for the township. The special use shall be compatible with the natural environment and shall not inimical to the public health, safety and general welfare.

Hearing no objections to the standards, Mrs. Wethington asked the Planning Commission members for a motion. Mr. Oosterhouse made a motion to approve SUP24-001 Rieth-Riley Construction application for special use with the following stipulations: (1) Variance for setback on North property line be approved by the Zoning Board of Appeals, (2) the berm height be in the 12–14-foot range and (3) that the existing topsoil remain on the site and be used for reclamation at the end of the project. Mr. Oliver supported the motion. The motion unanimously with six ayes via roll call vote.

VII. PUBLIC HEARING SUP24-002 STEVENS:

Mrs. Wethington opened the public hearing at 7:48 p.m. This is an application for a Special Use permit to sell refurbished furniture and antiques from the existing property at 21590 Woodward Avenue in Big Rapids Township. The property, parcel number 5405 016 010 002, is a 3-acre parcel located in the Agricultural (AG) Zoning District. Mrs. Deborah Stevens introduced her request for special use by stating she has regular garage sales and would like to expand the sales to include selling refurbished furniture and antique items utilizing the existing garage building. They have a u-shaped drive and parallel parking for 5 vehicles. Mr. Oosterhouse asked if there would be any signage. Mrs. Stevens indicated there would be no permanent signage. Mr. Cook asked what hours they would be open. Mrs. Stevens indicated two to three times per week. Mr. Sweppenheiser asked if a building inspection had been done. Mr. Kleinheksel stated no. Mr. Everett asked about location of any fire extinguishers. Mrs. Stevens said there is a fire extinguisher. Mrs. Wethington closed the public hearing at 7:50 p.m.

VIII. ACTION ON SUP24-002 STEVENS:

After discussion, the Planning Commission members reviewed the following standards from the Township ordinances: (1) The nature, location and size of the special use shall not change the essential character of the surroundings area, nor disrupt the orderly and proper development of the district as a whole. The use shall not be in conflict with, or discourage the adjacent or neighboring use of lands or buildings. (2) The special use shall not diminish the value of the land, buildings or structures in the neighborhood. (3) The special use shall not increase traffic hazards or cause congestion on the public highways or streets of the area. Adequate access to the parcel shall be furnished. (4) The water supply and sewage disposal system shall be adequate for the proposed special use by conforming to State and County Health Department requirements, and the special use shall not over-burden any existing services or facilities. (5) Uses by special permit shall not be significantly more objectionable to nearby properties by reason of traffic, noise, vibrations, dust, fumes, odor, smoke, glare, lights or disposal of waste than the operation of any principal permitted use, nor shall the special use increase hazards from fire or other dangers to either the property or adjacent property. (6) The Planning Commission may require that the premises be permanently screened from adjoining or contiguous properties by a wall, fence, plant screen and/or other approved enclosure when deemed necessary to buffer the surrounding uses from objectionable noise, light and the like created by the special use. (7) The special use shall be consistent with the intent and purpose of this chapter and with the intent of the land use plan for the township. The special use shall be compatible with the natural environment and shall not inimical to the public health, safety and general welfare.

Hearing no objections to the standards, Mrs. Wethington asked the Planning Commission members for a motion. Mr. Oliver made a motion to approve SUP24-002 with stipulation that a building inspection would be completed. Mr. Everett supported the motion. The motion passed five to one via roll call vote with Mr. Sweppenheiser voting no.

IX. SITE PLAN REVIEW – PZ24-0004 BV MANAGEMENT:

Mr. Brad Vanatter, owner of Crusted Creations at 13452 Northland Drive, introduced the site plan to add a drive-up window to the South end of the existing building. The window frame already exists, it will need to have the siding removed to expose it. Mrs. Wethington inquired about excavating. Mr. Vanatter stated the grass would be removed from a 23' x 60' area and replaced with pavement. Mr. Sweppenheiser pointed out that no stormwater review was presented. After Discussion, Mr. Oliver made a motion to accept PZ24-0004 site plan. Mr. Everett supported the motion. The motion passed five to one via roll call vote with Mr. Sweppenheiser voting no.

X. PUBLIC COMMENT:

There was no additional public comment.

XI. ADJOURNMENT:

Mrs. Wethington adjourned the meeting at 8:43pm.

MINUTES
BIG RAPIDS CHARTER TOWNSHIP
ZONING BOARD OF APPEALS

Tuesday, April 17, 2024 --- 7:00 p.m.

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

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

Chairperson Robert Szykowski called the regular meeting of the Big Rapids Charter Township Zoning Board of Appeals to order at the township hall on Wednesday, April 17, 2024 at 7:00 p.m.

II. ROLL CALL:

Present: Robert Szykowski, Mark Maclver, John Montross and John Zimmerman. Amanda Wethington was absent. The record shows there is a quorum. Also present: Zoning Administrator and Recording Secretary, Timothy Kleinheksel.

III. CONFLICTS OF INTEREST:

Mr. Szykowski asked if any of the Board 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. APPROVAL OF MINUTES – April 11, 2023:

The board members reviewed the minutes of April 11, 2023. Mr. Zimmerman made a motion to accept the minutes of April 11, 2023. Mr. Maclver supported the motion. The motion passed unanimously with four ayes.

V. VARIANCE REQUEST - ZBA24-001 RIETH-RILEY:

Mr. Chad Waldo, manager for Rieth-Riley and Dean Geers, Associate Director for Atwell Engineering presented details of the project from the site plan drawings. Two options of the site plan were displayed and detailed – Plan A having barrier berms on three sides of the property while Plan B has berms on the East and West sides with natural barrier of forest and vegetation on the North border of the property. The request for variance would be to allow the excavation set-back on Plan B to be 75' in lieu of 150' and leaving the trees as is and eliminating the berm on the North border of the property. Mr. Zimmerman inquired about the power line that passes through the property. Mr. Geers said he believes that power line passes near the North property line. He also pointed out the drive at the Northwest corner of the parcel would be for emergency access only and not for truck traffic. He feels Plan B would be the least disruptive for the neighbors. Mr. Zimmerman pointed out that by not removing the trees at the North property line, the general public would not see a change from Chippewa Lake Road (16 mile). Mr. Montross said that because Plan A has already been approved by the Planning Commission and the fact that the variance would stay with the property, he would be opposed to the variance. Mr. Waldo said Plan B would benefit the neighbors. Mr. Zimmerman said that the 150' setback is large compared to other jurisdictions and if it were his property, he would not want to see a berm in his back yard. Mr. Montross inquired to the duration of the mining project. Mr. Waldo stated typically 5-15 years. After discussion, Mr. Zimmerman made a motion to accept the request to allow the excavation

setback to be reduced from 150' to 75'. Mr. Szykowski supported the motion. The motion passed three to one with roll call vote, Mr. Montross voting no.

VI. REVIEW OF ARC APPEAL:

The ZBA members reviewed the application for appeal by Animal Rescue Coalition.

VI. PUBLIC COMMENT:

There was no public comment.

VI. ADJOURNMENT:

Hearing no further business for the Zoning Board of Appeals, Mr. Szykowski adjourned the meeting at 7:49 p.m.

May 1, 2024

Comments and updates:

1. Solar inquiry
 - a. The company is currently in the investigatory phase
 - b. The funding is dependent on legislative action
 - c. The Bill has not yet been written or sent to committee
 - d. The company is looking for the potentiality of acquiring options to lease parcels for development
2. Marc Veldman has successfully completed the Michigan State University Extension Citizen Planner Program
3. I would request that the Board consider authorization of an amount not to exceed \$5,500 for the installation of handicap door openers and closers at the Township office front entrance.
4. I would request that the Board consider authorization of an amount not to exceed \$900 for the purchase of a bronze plaque recognize Cook's Blacksmith Welding for the design and build of the cemetery entrance structure.
5. Emergency Services Public Forum Discussion:
 - a. Collaboration with the City of Big Rapids
 - b. Levels of care
 - c. Mutual aid
 - d. Potential millage increase
 - e. Mecosta County Emergency Services responds to approximately 6500 calls per year with four ambulances
 - f. There are currently 11 Fire Departments in Mecosta County
 - g. A Fire Chief's meeting is held on the 2nd Tuesday of January, March, May, July, September and November. The next meeting is scheduled for May 9, 2024 at Morton Township. I will verify and communicate the time of the meeting.
6. Indian Village Estates snow plowing.
7. Sewer extension Southward to Dagget Gilbert Funeral Home. ✓ Grants for this?
8. Joseph S. O Fowler, property owner of 22420 Woodward Avenue, Big Rapids has been cited for violation of BRCT's Junk Ordinance, Section 154.030, which is highlighted below. The arraignment date has been set. There have been several violations of the ordinance at this address throughout the past decade.

Better Baha won't do Easement.

It shall be unlawful for a person to store or accumulate junk on land other than that occupied by a licensed, permitted junkyard, except in the following manner:

- A. There shall be no more than two (2) items of junk: trash, garbage, abandoned, scrap, dismantled, inoperable or wrecked (including parts of) automobiles, farm equipment, trailers, and all other machines that are consolidated on one part of the parcel;
- B. The junk shall not be visible from the road or from adjacent parcels; or the junk shall be inside an enclosed building.
- C. The junk shall not be a nuisance to adjoining property owners.



Municipal Underwriters of Michigan, Inc.
PO Box 400
Houghton Lake, MI 48629
(800) 241-8398
adamg@muminc.net
www.muminc.net

BILL TO

Big Rapids Township
Charter Township
14212 Northland Dr.
Big Rapids, MI 48307-3603

INVOICE 15703

DATE 04/19/2024

DUE DATE 05/15/2024

POLICY NUMBER
M24MTP80700-05

EFFECTIVE DATE
05/08/2024

EXPIRATION DATE
05/08/2025

DATE	ACTIVITY	AMOUNT
	MTPP Municipal Package Policy - Renewal	0.00
	* General Township	9,951.00
	* Fire Department	12,200.00
	* Sewer	3,687.00

Please visit us at www.muminc.net where you can find helpful links and claim submission information.

TOTAL DUE \$25,838.00

Hannah Saez

From: Adam G <adamg@muminc.net>
Sent: Friday, April 19, 2024 5:06 PM
To: clerk@bigrapidstowship.net
Cc: Carman Bean
Subject: Big Rapids Charter Insurance Renewal
Attachments: Big Rapids Par-Plan Invoice.pdf, Cyber Application.pdf

Hi Hannah,

I'm emailing the Par-Plan renewal invoice and including some additional information. I realize this is a little late, but it was completely out of my hands. The Par-Plan "updated" to a completely new software system for policy submissions and renewals, and it's been a total...well, I'll be nice, there have been some difficulties. Please see the extended due date on the invoice.

Property replacement values have decreased by \$1,280,195 over last year (Total property value = \$10,108,443). Auto replacement increased by \$20,000 and Equipment replacement increased by \$10,000.

We are continuing our Grant program with up to \$5000 per grant available, with no limit to the number of grants that you can receive. I have insureds that have received over \$17,000 in grant money so far. Grant information can be found at: <https://www.theparplan.com/trgp/>

We are still offering optional Cyber Liability coverage. I think this is important coverage that every municipality should be seriously considering in today's world. This is coverage that would pay if your system got hijacked by ransom wear, identity theft, or loss/theft of personal information and much more. We have many options available. Please contact me if you have any questions regarding this coverage.

We are also continuing our dividend program. So far, your township has gotten back over \$5,600. Please contact me if you have any questions, concerns, or to schedule a review of your insurance.

Thank you,

Adam R. Gaudolphi
Regional Risk Manager
Municipal Underwriters of MI, Inc.
1-800-241-8398

Hannah Saez

From: treasurer@bigrapidstowshipmi.gov
Sent: Wednesday, April 24, 2024 4:02 PM
To: crbean@yahoo.com; clerk@bigrapidstowship.net
Subject: Resignation Letter

This email dated 4-24-2024 is my official resignation letter.

As of 5-15-2024 I will be stepping down from my duties as Big Rapids Township Treasurer.

It has been both a pleasure and an honor to serve the township for the past 13 years.

It is my hopes the board will consider appointing Dena Marek, (my deputy) to fill the remainder of my term. Dena has trained under me for just shy of a year, and has excellent knowledge of the position and is quite capable of completing the term.

Sincerely

Penny Currie

Check Register Report For Big Rapids Charter Township
For Payroll ID: 283 Check Date: 05/01/2024 Pay Period End Date: 04/30/2024

Check Date	Bank	Check Number	Name	Check Gross	Physical Check Amount
05/01/2024	GEN	13577	BUYS, EMILY M	325.51	286.78
05/01/2024	GEN	13578	CHANDLER, JOSHUA J	677.16	589.81
05/01/2024	GEN	13579	COOK, ZACHARY F	51.75	47.79
05/01/2024	GEN	13580	MONTROSS, JOHN	103.50	91.19
05/01/2024	GEN	13581	OLIVER, GORDON	51.75	45.59
05/01/2024	GEN	13582	OOSTERHOUSE, JEFFREY S	51.75	45.59
05/01/2024	GEN	13583	SWEPPENHEISER, MARK A	51.75	47.79
05/01/2024	GEN	13584	SZYNKOWSKI, ROBERT M	103.50	91.18
05/01/2024	GEN	13585	WETHINGTON, AMANDA R	51.75	45.59
05/01/2024	GEN	13586	ZIMMERMAN JR., JOHN D.	103.50	95.58
05/01/2024	GEN	DD375	AMBLER, ALLEN S	371.10	0.00
05/01/2024	GEN	DD376	ANTOR, GERALD A	503.79	0.00
05/01/2024	GEN	DD377	BALLARD , MIA L	527.94	0.00
05/01/2024	GEN	DD378	BARD, BLAKE A	869.69	0.00
05/01/2024	GEN	DD379	BEAN, CARMAN	4,125.00	0.00
05/01/2024	GEN	DD380	BECHAZ, JOSEPH	159.56	0.00
05/01/2024	GEN	DD381	BELKA, SCOT A	292.68	0.00
05/01/2024	GEN	DD382	BORKOVICH, BRUCE W	316.80	0.00
05/01/2024	GEN	DD383	CALIFF, MICHAEL H	278.10	0.00
05/01/2024	GEN	DD384	CURRIE, PENNY M	3,975.00	0.00
05/01/2024	GEN	DD385	DOUGLASS, PERRY IV A	927.50	0.00
05/01/2024	GEN	DD386	ELDER, CHRISTOPHER A	2,910.87	0.00
05/01/2024	GEN	DD387	EVERETT, JERALD D	159.56	0.00
05/01/2024	GEN	DD388	GEIB, ANTHONY C	159.56	0.00
05/01/2024	GEN	DD389	JONES, JERRAD C	475.66	0.00
05/01/2024	GEN	DD390	KETCHUM, KAITLYN M	32.52	0.00
05/01/2024	GEN	DD391	KLEINHEKSEL, TIMOTHY J	3,414.62	0.00
05/01/2024	GEN	DD392	KONDZIOLKA, CHERYL L	382.80	0.00
05/01/2024	GEN	DD393	LAMMERS, DRAKE A	638.88	0.00
05/01/2024	GEN	DD394	LANWAY, LONNY	2,375.63	0.00
05/01/2024	GEN	DD395	LENTINE, JOSEPH E	597.10	0.00
05/01/2024	GEN	DD396	MAREK, DENA R	611.60	0.00
05/01/2024	GEN	DD397	MOSS , MARK E	786.24	0.00
05/01/2024	GEN	DD398	PARKER, THOMAS	468.35	0.00
05/01/2024	GEN	DD399	SAEZ, HANNAH C	4,114.13	0.00
05/01/2024	GEN	DD400	SNYDER, RACHEL ANN	446.33	0.00
05/01/2024	GEN	DD401	TECENO, CHRISTOPHER S	159.56	0.00
05/01/2024	GEN	DD402	TUBBS, JAMES	1,159.58	0.00
05/01/2024	GEN	DD403	VELDMAN, MARC	4,304.04	0.00
05/01/2024	GEN	DD404	WYMA, NICHOLAS A	1,146.44	0.00

Totals: Number of Checks: 040 38,262.55 1,386.89

Check Register Report For Big Rapids Charter Township
For Payroll ID: 283 Check Date: 05/01/2024 Pay Period End Date: 04/30/2024

Check Date	Bank	Check Number	Name	Check Gross	Physical Check Amount
Total Physical Checks:			10		
Total Check Stubs:			30		

Check Date	Bank	Check	Vendor	Vendor Name	Description	Amount
Bank GEN GENERAL TOWNSHIP CHECKING						
04/10/2024	GEN	34278	CHA01	CHARTER COMMUNICATIONS	FIRE DPT, CEM, TWP OFFICES	1,122.78
04/10/2024	GEN	34279	CIT02	BIG RAPIDS CITY TREASURER	SEWER IPP SEWER USAGE	1.28 27,810.68 27,811.96
04/10/2024	GEN	34280	CITRIX	CITRIX SYSTEMS, INC	CITRIX SEWER MAPPING	310.37
04/10/2024	GEN	34281	CON00	CONSUMERS ENERGY	TRAFFIC LIGHTS STREET LIGHTS 7812 LED LIGHTS	19.75 422.76 286.42 728.93
04/10/2024	GEN	34282	CO000	COOK'S BLACKSMITH WELDING INC.	ARCHES AT CEM COMPLETION	40,454.32
04/10/2024	GEN	34283	DMAREK	DENA MAREK	POSTAGE REIMBURSEMENT FOR SEWER BILLING	159.00
04/10/2024	GEN	34284	DO ALL DOU	DO ALL DOUG	DAY, RASMUSSEN BURIAL, BRUSH BURN	2,000.00
04/10/2024	GEN	34285	DTE00	DTE ENERGY	STATE ST LS TOWNSHIP OFFICES HVC	57.05 159.78 66.08 370.82
04/10/2024	GEN	34286	DTE00	VOID	FIRE DEPT	62.67
04/10/2024	GEN	34287	GRANGER	GRANGER	MENARDS LS	61.95
04/10/2024	GEN	34288	GRE02	GREAT LAKES ENERGY	VENLO LS	61.36
04/10/2024	GEN	34289	HOPE	HOPE NETWORK WEST MICHIGAN	PERRY ST LS	61.20
04/10/2024	GEN	34290	JBOUMAN	JAMES BOUMAN	SHERIDAN ST LS	68.57
04/10/2024	GEN	34291	MCD00	MECOSTA CONSERVATION DISTRICT	GILBERT RD LS	63.42
04/10/2024	GEN	34292	MEC01	MECOSTA COUNTY ROAD COMMISSION		
04/10/2024	GEN	34293	MEN00	MENARDS		
04/10/2024	GEN	34294	NORTHWEST	NORTHWEST KENT MECHANICAL CO.		
04/10/2024	GEN	34295	PI000	THE PIONEER GROUP		
04/10/2024	GEN	34296	PRIORITY H	PRIORITY HEALTH		
04/10/2024	GEN	34297	PRO00	PROGRESSIVE AE		
04/10/2024	GEN	34298	SPECPRINT	SPECTRUM PRINTERS INC		
04/10/2024	GEN	34299	STA01	STATE STREET HARDWARE		
04/10/2024	GEN	34300	VC3	VC3		
04/15/2024	GEN	9930495(E)	SAEZ	HANNAH SAEZ		
04/15/2024	GEN	9930496(E)	SBS00	SMALL BUSINESS ADMIN SERVICES LLC		
04/22/2024	GEN	34301	ACC00	ACCIDENT FUND COMPANY		
04/22/2024	GEN	34302	BIG01	BIG RAPIDS TWP SEWER REC. FUND		
04/22/2024	GEN	34303	BS&00	BS&A SOFTWARE		
04/22/2024	GEN	34304	CON00	CONSUMERS ENERGY		
04/10/2024	GEN				BRT HALL, OFFICE, FIRE DEPT GLE USAGE CLEANERS MARCH - OFFICES AND HALL WATER TREATMENT SVCS MARCH CONTRIBUTION FOR HAZARDOUS WASTE CLEAN FUEL USAGE MARCH CEM OP SUPPLIES, LOCK FOR OFFICES MAINT, PRESSURE WASHING GILBET, MENARDS MTG MINS, PLANN MINS, PUBLIC ACC TEST MONTHLY HEALTH INSURANCE SPECTRUM AMB, TAFT ROAD, MED CENTER 220 ELECTION ENVELOPES - 4 ELECTIONS BULK FIRE DEPT SMALL ENGINE REPAIR CABLE FOR DEP CLERK COMP MARCH HRA REIMBURSEMENT APRIL SBAM HRA SVC FEE MONTHLY INS INSTALLMENT HALL, FIRE, OFFICES SEWER USAGE CEM MGMT SYSTEM	108.95 24.96 252.00 1,041.66 3,000.00 99.26 145.17 5,482.84 212.85 4,951.05 1,246.25 1,771.89 930.91 42.56 125.00 67.50 1,324.70 51.21 777.00
04/22/2024	GEN				MITCHELL CREEK LS SHERIDAN ST LS HVC FIRE DEPT TOWNSHIP OFFICES GILBERT RD LS	96.59 214.65 231.86 265.47 161.92 510.53

Check Date	Bank	Check	Vendor	Vendor Name	Description	Amount
					HIGH SCHOOL LS	65.56
					PERRY ST LS	419.77
					UPS LS	243.01
					STATE ST LS	260.96
					TWP HALL BLDG	274.35
					SEWER BLDG	4.32
					WATER PLANT	18.40
						<u>2,767.39</u>
						V
04/22/2024	GEN	34305	CON00	VOID	DOOR REPAIR	73.05
04/22/2024	GEN	34306	ILTIS CONS	ILTIS CONSTRUCTION, INC		
04/22/2024	GEN	34307	MEN00	MENARDS	KEYPAD FOR OFFICE	153.97
					PAINT, NAILS	22.13
					NEW LIGHT AND CEILING TILES CEM	104.89
						<u>280.99</u>
04/22/2024	GEN	34308	PRIORITY H	PRIORITY HEALTH	MONTHLY HEALTH INSURANCE	4,951.05
04/22/2024	GEN	34309	VC3	VC3	FIREWALL	1,588.87
04/22/2024	GEN	34310	WIL02	ERIC D. WILLIAMS	PROP TAX EXEMPTION APP	512.50
05/01/2024	GEN	9930498(E)	CHE00	HUNTINGTON BANK	APRIL 24 EFTPS FED TAX WH	7,257.07
05/01/2024	GEN	9930499(E)	JHI00	JOHN HANCOCK LIFE INSURANCE COMPANY	APRIL 24 401A DEDUCTION	3,175.76
05/01/2024	GEN	9930500(E)	STA00	STATE OF MICHIGAN	STATE TAX WH	1,271.60
05/01/2024	GEN	9930501(E)	VOYA	VOYA FINANCIAL	APRIL 24 VOYA 457 DEDUCTION	3,527.73
05/06/2024	GEN	34311	AEDSTORE	AED SUPERSTORE	ELECTRODE REDI PAKS	449.00
05/06/2024	GEN	34312	BED00	THE BEDROOM CENTER	PLOWING SIDEWALKS FOR 2023-2024 SEASON	125.00
05/06/2024	GEN	34313	BORKOVICH	BRUCE BORKOVICH	MTA MILEAGE	98.25
05/06/2024	GEN	34314	CIT02	BIG RAPIDS CITY TREASURER	2 WATER TESTS	36.00
05/06/2024	GEN	34315	CON00	CONSUMERS ENERGY	WATER PLANT	100.28
					HIGHBANKS PARK	28.92
						<u>129.20</u>
05/06/2024	GEN	34316	DINGES	DINGES FIRE COMPANY	FOAM CONCENTRATE	426.00
05/06/2024	GEN	34317	ELENBAAS	ELENBAAS STEEL SUPPLY	TUBE AND PIPE FD	209.99
05/06/2024	GEN	34318	FIR00	FIRST NATIONAL BANK	POSTAGE, STARLINK, FLAGS, SEWER MAPPING	2,624.84
					HALL TABLES, POSTAGE	3,800.43
					SIMPLISAFE	62.52
						<u>6,487.79</u>
05/06/2024	GEN	34319	GTW	GTW	OXYGEN	115.26
05/06/2024	GEN	34320	KLEIN	TIMOTHY KLEINHEKSEL	APRI MILEAGE ZONING	25.63
05/06/2024	GEN	34321	MCT01	MECOSTA COUNTY FIRE TRAINING ASSOC.	SPRING 2024 MRF CLASS AND MATERIALS	1,650.00
05/06/2024	GEN	34322	MEC01	MECOSTA COUNTY ROAD COMMISSION	FUEL USAGE APRIL	146.33
05/06/2024	GEN	34323	MOSS01	MARK MOSS	APRIL 24 MILEAGE	24.24
05/06/2024	GEN	34324	NAP00	BIG RAPIDS AUTO & TRUCK PARTS	BATTERY	173.99
					OIL	38.37
						<u>212.36</u>
05/06/2024	GEN	34325	XEROX	XEROX FINANCIAL SERVICES	MONTHLY CONTRACT PAYMENT	489.07
GEN TOTALS:						
Total of 54 Checks:						131,306.15
Less 2 Void Checks:						0.00
Total of 52 Disbursements:						<u>131,306.15</u>