

# Milton Township Board

Tentative Agenda for Regular Meeting March 11, 2024 7:00

7023 Cherry Ave, PO Box 309, Kewadin MI 49648

Phone: (231) 264-6612 Fax: (231) 264-6728

Website: [miltontownship.org](http://miltontownship.org)

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**A. Call to Order: Roll Call and Pledge of Allegiance**

Chris Weinzapfel – Supervisor  
Liz Atkinson – Treasurer  
Janet Beebe – Clerk

Brett Pharo – Trustee  
Joe Renis – Trustee

**B. Consent Agenda (streamlining approval process with only one motion, if no amendments):**

- i. Approve Agenda as Presented
- ii. Approve Draft Minutes of the Regular Meeting February 12, 2024
- iii. Approval of Special meeting minutes from budget workshop on February 29, 2024
- iv. Treasurer's Report – provided in packet
- v. Approval of Bills to be paid

**C. Public Comment on agenda items only.**

1. Comments shall be directed to the board, with questions directed to the chair.
2. Persons may address the board on matters that are relevant to township government issues.
3. No person shall be allowed to speak more than once on the same matter, excluding the time needed to answer board member's questions. The chair shall control the amount of time each person shall be allowed to speak, which shall not exceed three (3) minutes.

**D. Reports**

1. **Sheriff's Report** – Provided in packet
2. **Fire Department**
3. **EMS Report** – Provided in packet
4. **Zoning Report**
5. **Planning Commission**

**6. County Commissioner**

**7. Attorney's Report**

- i. Great Lakes Energy Easement request

**8. Supervisor's Report**

**9. Library Report** – Provided in packet

**10. Unfinished Business**

- i. Brettonwood Shores SAD – update
- ii. Feasibility sewer study – no action

**11. New Business**

- i. Fire Advisory Committee
- ii. Election update

**12. Public Comment**

**13. Board Comment**

**14. Scheduled Activities/ Future meetings**

- i. Next board meeting is Monday, April 8, 2024 at 7:00

**15. Adjournment**

Draft Minutes  
Milton Township  
Meeting Minutes  
February 12, 2024

Members present: C. Weinzapfel, J. Beebe, L. Atkinson, J. Renis and B. Pharo

Also present: Attorneys B. Derman, B. Hefferman, and 4 audience members

C. Weinzapfel called the meeting to order at 7 pm and the Pledge was recited

**Agenda Approval by consent**

Motion to approve by Renis/Pharo. Motion carried 5-0.

Approval of regular meeting minutes of January 8, 2024

Motion to approve by Atkinson/Beebe. Motion carried 5-0.

Approval of special meeting minutes of January 23, 2024

Motion to approve by Pharo/Atkinson. Motion carried 5-0.

**Public Comment on agenda items:**

None

**Sheriff's Report**

As presented by Sheriff Kevin Hoch

46 runs for January, about the same as 2023.

**Fire Department Report**

As presented by Chief J. Ball

6 runs for January. Updates on grant awards, maintenance, repairs, and new truck order. There will be a 50 year community celebration on June 2, details to follow.

**EMS Report**

There is a report in the packet

**Zoning Report**

Presented by S. Kopriva: A written report was provided showing violations. Vacation Rental Ordinance discussed. Kopriva will proceed with looking into options with planning commission and exploring other townships' examples.

**Planning Report**

Presented by B. Hefferan: Workforce housing subcommittee was set up to discuss the housing issue in our community. Steep Slopes future is being reviews.

**County Report**

Presented by B. Hefferan: Update on county building renovations. Public Safety Center will be \$32 million. District Court separation has been over ruled by Supreme Court. We had asked to divorce ourselves from district court from Traverse City.

**Attorney's Report**

Presented by B. Derman: COLI is a completed project. Updates from state about short term rentals, wind and solar, gravel pits, and sewer systems. Brettonwood Shores is a work in progress. Great Lakes Energy easement request will move forward with a request to the DNR, with board approval. Property tax petition is being pursued and should be carefully examined for what it is not going to cover.

**Supervisor's Report**

Presented by C. Weinzapfel:

A. Resolution 2024-04 Northwest Education ISD Tax Collection Agreement  
Motion to approve by Atkinson/Pharo. Discussion. Renis said the address is incorrect on the agreement. Atkinson will correct this.

Roll Call:

Renis: Yes

Atkinson: Yes

Weinzapfel: Yes

Beebe: Yes

Pharo: Yes

Motion carried 5-0.

B. Resolution 2024-05 Elk Rapids School Summer Tax Collection Agreement

Motion to approve by Pharo/Renis

Atkinson Yes

Pharo: Yes

Renis: Yes

Weinzapfel: Yes

Beebe: Yes

Motion carried.

**Treasurer's Report:**

Provided in the packet

**Library Report**

Presented by L. Atkinson: waiting for purchase of new building to be complete.

Provided in packet

**Unfinished Business**

A. Brettonwood Shores SAD: No action

B. Feasibility Sewer Study: Weinzapfel needs to look into this.

**New Business**

A. Milton Township Zoning and Planning Service contract with Beckett & Raeder. Atkinson said she'd like to see the compensation section be clarified regarding the rates, to state that rate is \$105/hour. Kopriva agreed and explained escrow funds use further.

Motion to approve by Atkinson to accept the Milton Township Zoning and Planning Service contract with Beckett & Raeder with the changes noted above. Seconded by Beebe.

Roll Call:

Weinzapfel: Yes

Atkinson: Yes

Pharo: Yes

Renis: Yes

Beebe: Yes

Motion carried 5-0.

B. Election Update: New Early Voting

Beebe discussed the new process with early voting, which is every state and federal election. Everything is new and will require patience and clarification as it goes on. The regular election will be Feb. 27<sup>th</sup> starting at 7 am.

C. Changing Cemetery Software

Beebe explained that current software is not user friendly. BS&A has cemetery software and is used for other aspects we use in the township and it's easy to use and their customer service is exceptional. This would also account for all monies given for cemetery services and would provide checks and balances. Atkinson said the BS&A system is excellent as it works across township systems. It's a much better product.

Motion to approve \$4425 for BS&A cemetery software by Atkinson/Renis.

Roll call:

Pharo: Yes

Weinzapfel: Yes

Renis: Yes

Beebe: Yes

Atkinson: Yes

Motion carried 5-0.

### **Public Comment**

Fred Gulik read a letter he sent to Senator John Damoose dated February 10, 2024 regarding Milton Township concerns.

Dwayne Meyer said he appreciates materials online in advance. He's interested in learning more about the short term rental issue and who is behind the deregulation. What can a regular citizen do to weigh in? Why is the state attempting to dictate what we can address locally? Derman said the state board of realtors is driving this.

Bill Hefferan thanked the clerk for her work on the new election law.

**Approval of Bills**

Motion to approve the bills by Renis/Pharo

Roll Call:

Beebe: Yes

Weinzapfel: Yes

Renis: Yes

Pharo: Yes

Motion carried 5-0.

Future Meetings:

A. Budget Workshop Meeting: Feb. 29, 2024 at 9 am

B. Budget Meeting March 11, 2024 at 6 pm

C. Annual Meeting March 11, 2024 following the budget meeting

D. Next board meeting March 11, 2024 at 7 pm

Meeting adjourned by order of the chair at 8:12 pm.

These minutes are subject to approval at the March 11, 2024 meeting. A copy of these minutes are available at [miltontownship.org](http://miltontownship.org)

Respectfully submitted,  
Janet Beebe, Clerk

Draft Minutes

Milton Township

Budget Workshop

February 29, 2024

Members present: C. Weinzapfel, L. Atkinson, J. Beebe, B. Pharo.

J. Renis absent, excused.

Also present: Chief Jeremy Ball, Toby Way, Bill Hefferman, and Fred Gulick

Meeting called to order at 9:00 by C. Weinzapfel and Pledge of Allegiance recited.

L. Atkinson presented draft budget for review. Discussion on township revenue as listed.

The budget was reviewed and discussed by line item.

Current issues discussed were maintenance and improvements for both the township offices and the fire station.

C. Weinzapfel is waiting to hear from ACRC for what they will contribute to township road fund.

C. Weinzapfel will be working on future ambulance contract for next year.

J. Ball presented current and future fire department needs, as posted in proposed budget.

Wage increase for Planning Commission and ZBA was discussed. Board agreed on proposed increase.

Public Comments:

F. Gulick expressed concerns with legal fees and services. Asked about Membership under Township Board line item. Mistake was acknowledged and corrected.

Meeting adjourned by order of the chair at 9:32.

These draft minutes are subject to board approval at the March 11, 2024 meeting. A copy of these minutes are available online at [miltontownship.org](http://miltontownship.org).

Respectfully submitted,

Janet Beebe

Milton Township Clerk

GL NUMBER	DESCRIPTION	2023-24 ACTIVITY THRU 02/29/24	2023-24 APPROVED BUDGET
<b>ESTIMATED REVENUES</b>			
Dept 000			
101-000-402	CURRENT TAX COLLECT	377,763.40	390,293.93
101-000-407	DEL. TAX COLLECTION	4,325.36	
101-000-413	OVER/SHORT	12.00	
101-000-441	LOCAL COMM.STABILIZATION SHARE TA		500.00
101-000-445	PTAF 3% PENALTY	702.05	500.00
101-000-447	PTAF 1%	125,730.49	117,983.28
101-000-476	ZONING PERMITS	8,290.00	10,000.00
101-000-573	LOCAL COMMUNITY STABILIZATION SHA	476.24	
101-000-574	STATE SHARE REVENUE	252,520.12	257,153.00
101-000-607	LAND DIVISION & PUBLIC HEARINGS		500.00
101-000-645	CABLE TV FRANCHISE FEES	47,976.34	58,000.00
101-000-646	STAX COLLECTION FEE	5,552.75	5,000.00
101-000-665	INTEREST EARNED	23,871.00	4,000.00
101-000-666	INTEREST-CD	25,991.64	
101-000-667	RENTALS- OLD TOWN HALL	630.00	4,000.00
101-000-668	ROYALTIES	1,456.64	5,000.00
101-000-669	LIBRARY MILLAGE	8,154.97	
101-000-670	TOWER LEASE	19,597.88	18,500.00
101-000-671	ROAD MILLAGE	262,595.81	271,305.64
101-000-672	AMBULANCE MILLAGE	285,094.46	294,550.96
101-000-673	SALE OF FIXED ASSET	300.00	2,000.00
101-000-674	MISC. REVENUE	16,104.97	500.00
101-000-675	DONATIONS	500.00	
101-000-676	REIMBURSEMENTS	731.65	
101-000-677	REIMB. ZONING	4,050.00	2,000.00
101-000-679	SHORT TERM RENTAL ANNUAL FEE	9,400.00	5,000.00
Totals for dept 000 -		<u>1,481,827.77</u>	<u>1,446,786.81</u>
<b>TOTAL ESTIMATED REVENUES</b>		<u>1,481,827.77</u>	<u>1,446,786.81</u>



User: Liz

Fund: 101 GENERAL FUND

DB: Milton Township

Calculations as of 02/29/2024

GL NUMBER	DESCRIPTION	2023-24 ACTIVITY THRU 02/29/24	2023-24 APPROVED BUDGET
<b>APPROPRIATIONS</b>			
Dept 101 - TOWNSHIP BOARD			
101-101-702	SALARY-TOWNSHIP BOARD	9,296.80	12,500.00
101-101-703	SALARY-CLERICAL	1,575.00	1,850.00
101-101-704	FICA (SS/MED)	843.19	1,100.00
101-101-706	PENSION - VANGUARD	614.68	750.00
101-101-723	MEMBERSHIP	7,717.54	7,000.00
101-101-727	SUPPLIES	7,217.77	7,000.00
101-101-801	LEGAL FEES/PROF SERVICES	37,448.39	40,000.00
101-101-802	AUDIT/CONTRACTS	23,850.00	27,000.00
101-101-900	PUBLISHING	5,696.00	8,000.00
101-101-956	OTHER EXPENSE/TAX TRIBUNALS	851.75	1,500.00
Totals for dept 101 - TOWNSHIP BOARD		95,111.12	106,700.00
Dept 171 - SUPERVISOR			
101-171-702	SALARY-SUPERVISOR	27,886.54	30,421.65
101-171-704	FICA (SS/MED)	2,647.31	3,428.86
101-171-705	HEALTH INSURANCE	6,718.80	14,400.00
101-171-706	PENSION - VANGUARD	2,788.61	3,043.00
101-171-860	MILEAGE	58.50	100.00
101-171-960	EDUCATION/EQUIPMENT	1,666.50	4,000.00
Totals for dept 171 - SUPERVISOR		41,766.26	55,393.51
Dept 191 - ELECTION			
101-191-702	SALARY-ELECTION	387.00	8,000.00
101-191-704	FICA (SOCIAL SEC/MEDICARE)		612.00
101-191-727	SUPPLIES	1,023.02	2,700.00
101-191-801	LEGAL FEES/PROF SERVICES	615.00	500.00
101-191-860	MILEAGE	32.50	600.00
101-191-900	PUBLISHING	2,991.09	4,000.00
101-191-956	OTHER EXPENSE	97.89	650.00
101-191-960	EDUCATION		325.00
101-191-977	EQUIPMENT/SUPPLIES	872.74	2,600.00
Totals for dept 191 - ELECTION		6,019.24	19,987.00
Dept 209 - ASSESSOR			
101-209-702	SALARY-ASSESSOR	36,554.10	39,877.16
101-209-704	FICA (SOCIAL SEC/MEDICARE)	1,569.85	3,051.00
101-209-705	HEALTH INSURANCE	13,847.35	14,400.00
101-209-706	PENSION - VANGUARD	3,655.41	3,988.00
101-209-727	SUPPLIES		500.00
101-209-728	POSTAGE	1,618.50	2,000.00
101-209-801	LEGAL FEES/PROF SERVICES		5,000.00
101-209-802	DATA PROCES/CONTRAC	2,361.35	3,000.00
Totals for dept 209 - ASSESSOR		59,606.56	71,816.16
Dept 215 - CLERK			
101-215-702	SALARY-CLERK	29,740.37	32,443.98
101-215-703	SALARY DEPUTY	3,060.00	10,400.00
101-215-704	FICA (SOCIAL SEC/MEDICARE)	2,509.23	3,277.57
101-215-705	HEALTH INSURANCE	8,697.33	14,400.00
101-215-706	PENSION - VANGUARD	2,974.07	3,244.40
101-215-727	SUPPLIES	341.99	1,000.00
101-215-802	CONTRACTS/DATA PROCESSING		2,800.00
101-215-860	MILEAGE		100.00
101-215-956	OTHER EXPENSE		200.00
101-215-960	EDUCATION	200.00	300.00
101-215-977	EQUIPMENT	719.98	500.00
Totals for dept 215 - CLERK		48,242.97	68,665.95
Dept 247 - BOARD OF REVIEW			
101-247-702	SALARY-BOARD OF REVIEW	1,862.50	3,000.00
101-247-704	FICA (SOCIAL SEC/MEDICARE)	137.70	229.50
101-247-860	MILEAGE		50.00
101-247-900	PUBLISHING	99.00	150.00
101-247-956	OTHER EXPENSE	142.81	150.00
101-247-960	EDUCATION		400.00
Totals for dept 247 - BOARD OF REVIEW		2,242.01	3,979.50
Dept 253 - TREASURER			
101-253-702	SALARY-TREASURER	33,647.46	36,706.26
101-253-703	SALARY DEPUTY	12,827.88	10,400.00
101-253-704	FICA (SOCIAL SEC/MEDICARE)	4,281.47	4,705.23
101-253-705	HEALTH INSURANCE	9,491.77	14,400.00
101-253-706	PENSION - VANGUARD	3,364.79	3,671.00
101-253-727	POSTAGE/SUPPLIES	3,100.54	4,500.00
101-253-802	DATA PROCESSING	6,739.23	5,500.00

GL NUMBER	DESCRIPTION	2023-24 ACTIVITY THRU 02/29/24	2023-24 APPROVED BUDGET
<b>APPROPRIATIONS</b>			
Dept 253 - TREASURER			
101-253-860	MILEAGE		50.00
101-253-956	OTHER EXPENSE		100.00
101-253-960	EDUCATION	25.00	500.00
101-253-977	EQUIPMENT		400.00
Totals for dept 253 - TREASURER		73,478.14	80,932.49
Dept 265 - OLD TOWNSHIP HALL			
101-265-702	SALARY-OLD TOWN HALL	1,500.00	1,800.00
101-265-704	FICA (SOCIAL SEC/MEDICARE)	103.27	137.70
101-265-727	SUPPLIES	120.56	450.00
101-265-920	UTILITIES	3,378.38	3,200.00
101-265-930	REPAIR/MAINTENANCE	30,187.50	30,000.00
101-265-977	EQUIPMENT		1,000.00
Totals for dept 265 - OLD TOWNSHIP HALL		35,289.71	36,587.70
Dept 268 - TOWNSHIP OFFICE			
101-268-702	SALARY-TOWNSHIP OFFICE	4,302.10	4,427.51
101-268-704	FICA (SOCIAL SEC/MEDICARE)	329.12	338.71
101-268-727	SUPPLIES	3,473.99	6,200.00
101-268-802	CONTRACTS	2,869.43	3,500.00
101-268-850	PHONE/FAX	3,129.39	5,500.00
101-268-851	INTERNET/WEB HOST	2,072.59	1,800.00
101-268-920	UTILITIES	3,643.47	4,500.00
101-268-930	REPAIR/MAINTENANCE	3,962.12	5,000.00
101-268-956	OTHER EXPENSE	50.00	500.00
Totals for dept 268 - TOWNSHIP OFFICE		23,832.21	31,766.22
Dept 276 - CEMETERY			
101-276-702	SALARY-CEMETERY MAINT.	1,760.88	1,812.13
101-276-703	SALARY-CEMETERY SEXTON	1,590.00	2,862.00
101-276-704	FICA (SOCIAL SEC/MEDICARE)	256.32	233.71
101-276-727	SUPPLIES	131.79	250.00
101-276-920	UTILITIES	326.84	400.00
101-276-930	REPAIR/MAINTENANCE	800.00	4,000.00
Totals for dept 276 - CEMETERY		4,865.83	9,557.84
Dept 410 - ZONING			
101-410-702	SALARY-ZONING	11,083.50	12,000.00
101-410-703	SALARY-PLANNING/ZBA	5,880.00	15,000.00
101-410-704	FICA (SOCIAL SEC/MEDICARE)	1,234.21	1,759.50
101-410-705	HEALTH INSURANCE	188.10	
101-410-723	MAGAZINES/MEMBERSHIPS		50.00
101-410-727	SUPPLIES	392.13	500.00
101-410-801	LEGAL FEES	13,663.53	30,000.00
101-410-802	CONTRACTS/CONSULTANTS	21,411.57	30,000.00
101-410-860	MILEAGE	587.43	1,200.00
101-410-900	PUBLISHING	707.00	3,000.00
101-410-956	OTHER EXPENSE		200.00
101-410-960	EDUCATION		3,000.00
101-410-977	EQUIPMENT	75.49	500.00
Totals for dept 410 - ZONING		55,222.96	97,209.50
Dept 434 - AMBULANCE			
101-434-802	AMBULANCE	262,500.00	262,500.00
Totals for dept 434 - AMBULANCE		262,500.00	262,500.00
Dept 446 - ROADS			
101-446-930	ROADS	82,000.00	271,305.64
Totals for dept 446 - ROADS		82,000.00	271,305.64
Dept 448 - STREET & TRAFFIC LIGHTS			
101-448-920	UTILITIES	2,248.90	2,500.00
Totals for dept 448 - STREET & TRAFFIC LIGHTS		2,248.90	2,500.00
Dept 529 - RECYCLING/CLEAN UP DAYS			
101-529-802	CLEAN UP DAY	44,541.25	50,000.00
101-529-804	RECYCLING CENTER	3,019.72	6,000.00
Totals for dept 529 - RECYCLING/CLEAN UP DAYS		47,560.97	56,000.00
Dept 751 - ACCESSES			
101-751-702	SALARY-ACCESSES	2,008.82	2,191.39
101-751-704	FICA (SOCIAL SEC/MEDICARE)	153.67	159.66
101-751-727	SUPPLIES		200.00
101-751-801	LEGAL FEES/PROF SERVICES	187.50	2,000.00
101-751-930	REPAIR/MAINTENANCE	35,144.00	30,000.00

GL NUMBER	DESCRIPTION	2023-24 ACTIVITY THRU 02/29/24	2023-24 APPROVED BUDGET
APPROPRIATIONS			
Dept 751 - ACSESSES			
	Totals for dept 751 - ACSESSES	37,493.99	34,551.05
Dept 752 - PARKS			
101-752-702	SALARY-PARKS	20,648.54	22,525.65
101-752-704	FICA (SOCIAL SEC/MEDICARE)	1,972.65	1,641.15
101-752-705	HEALTH INSURANCE	3,303.60	14,400.00
101-752-706	PENSION - VANGUARD	3,275.36	2,146.00
101-752-722	GAS ALLOWANCE	1,833.37	2,000.00
101-752-727	SUPPLIES	1,025.97	2,000.00
101-752-802	CONSULTANTS/PROF SERVICES	2,188.50	15,000.00
101-752-920	UTILITIES	4,206.62	5,000.00
101-752-930	REPAIR/MAINTENANCE	15,815.96	45,000.00
101-752-956	OTHER EXPENSE	161.34	5,000.00
101-752-971	CAPITAL OUTLAY		5,000.00
101-752-978	FIXED ASSETS	7,387.67	3,800.00
	Totals for dept 752 - PARKS	61,819.58	123,512.80
Dept 790 - LIBRARY			
101-790-803	LIBRARY MILLAGE	8,154.97	
	Totals for dept 790 - LIBRARY	8,154.97	
Dept 865 - INSURANCE			
101-865-910	LIABILITY INSURANCE	41,292.00	40,000.00
101-865-915	HEALTH INS.		
	Totals for dept 865 - INSURANCE	41,292.00	40,000.00
Dept 970 - MISCELLANEOUS			
101-970-890	CONTINGENCY		25,000.00
	Totals for dept 970 - MISCELLANEOUS		25,000.00
TOTAL APPROPRIATIONS		988,747.42	1,397,965.36
NET OF REVENUES/APPROPRIATIONS - FUND 101		493,080.35	48,821.45
	BEGINNING FUND BALANCE	1,773,803.94	1,773,803.94
	FUND BALANCE ADJUSTMENTS	675.00	675.00
	ENDING FUND BALANCE	2,267,559.29	1,823,300.39

User: Liz  
 DB: Milton Township

JE #	Date	Description	Reference #	OFFSETTING GL	DEBIT	CREDIT
101-101-702 SALARY-TOWNSHIP BOARD						
Journal GJ: General Journal						
14001	02/01/2024	FEBRUARY PAYROLL ADJ	1102	Multiple		2,535.14
Journal Totals					0.00	2,535.14
Journal PR: Payroll						
13923	02/01/2024	FEBRUARY PAYROLL	1092	Multiple	3,438.94	
Journal Totals					3,438.94	0.00
Totals for 101-101-702					3,438.94	2,535.14
Balance 02/01/24:					8,393.00	
Net Change:					903.80	
Balance 02/29/24:					9,296.80	

101-101-703 SALARY-CLERICAL						
Journal PR: Payroll						
13923	02/01/2024	FEBRUARY PAYROLL	1092	Multiple	210.00	
Journal Totals					210.00	0.00
Totals for 101-101-703					210.00	0.00
Balance 02/01/24:					1,365.00	
Net Change:					210.00	
Balance 02/29/24:					1,575.00	

101-101-704 FICA (SS/MED)						
Journal PR: Payroll						
13923	02/01/2024	FEBRUARY PAYROLL	1092	Multiple	24.83	
13923	02/01/2024	FEBRUARY PAYROLL	1092	Multiple	21.38	
13923	02/01/2024	FEBRUARY PAYROLL	1092	Multiple	22.95	
13923	02/01/2024	FEBRUARY PAYROLL	1092	Multiple	16.07	
Journal Totals					85.23	0.00
Totals for 101-101-704					85.23	0.00
Balance 02/01/24:					757.96	
Net Change:					85.23	
Balance 02/29/24:					843.19	

101-101-706 PENSION - VANGUARD						
Journal GJ: General Journal						
14103	02/01/2024	VANGUARD	1114	Multiple	27.94	
14103	02/01/2024	VANGUARD	1114	Multiple	27.94	
Journal Totals					55.88	0.00
Totals for 101-101-706					55.88	0.00
Balance 02/01/24:					558.80	
Net Change:					55.88	
Balance 02/29/24:					614.68	

101-101-727 SUPPLIES						
Journal AP: Accounts Payable						
14008	02/09/2024	Village Market - Elk Rapids	2-2024	101-000-202	68.59	
14095	02/19/2024	STAPLES	1000673503	Multiple	68.74	
14096	02/19/2024	STAPLES	1000688758	Multiple	7.99	
Journal Totals					145.32	0.00
Totals for 101-101-727					145.32	0.00
Balance 02/01/24:					7,072.45	
Net Change:					145.32	
Balance 02/29/24:					7,217.77	

101-101-801 LEGAL FEES/PROF SERVICES						
Journal AP: Accounts Payable						
13888	02/01/2024	WADE TRIM, INC.	3031788	101-000-202	1,464.46	
13890	02/01/2024	William F. Derman Jr.	1-2024	Multiple	600.00	
13890	02/01/2024	William F. Derman Jr.	1-2024	Multiple	825.00	
13890	02/01/2024	William F. Derman Jr.	1-2024	Multiple	187.50	
13890	02/01/2024	William F. Derman Jr.	1-2024	Multiple	712.50	
14023	02/12/2024	William F. Derman Jr.	2-2024	Multiple	37.50	
14023	02/12/2024	William F. Derman Jr.	2-2024	Multiple	1,350.00	
14023	02/12/2024	William F. Derman Jr.	2-2024	Multiple	975.00	

User: Liz  
 DB: Milton Township

JE #	Date	Description	Reference #	OFFSETTING GL	DEBIT	CREDIT
101-101-801 LEGAL FEES/PROF SERVICES						
Journal AP: Accounts Payable						
Journal Totals					6,151.96	0.00
Totals for 101-101-801					6,151.96	0.00
		Balance 02/01/24:		31,296.43		
		Net Change:		6,151.96		
		Balance 02/29/24:		37,448.39		
101-101-802 AUDIT/CONTRACTS						
Journal AP: Accounts Payable						
13878	02/01/2024	BS & A Software	151824	Multiple	872.00	
13878	02/01/2024	BS & A Software	151824	Multiple	746.00	
13878	02/01/2024	BS & A Software	151824	Multiple	746.00	
13950	02/02/2024	SOUTH TORCH LAKE FIRE	24-0201	101-000-202	244.00	
Journal Totals					2,608.00	0.00
Journal GJ: General Journal						
14141	02/29/2024	MARCH PAYROLL	1124	101-000-001	122.00	
Journal Totals					122.00	0.00
Totals for 101-101-802					2,730.00	0.00
		Balance 02/01/24:		21,120.00		
		Net Change:		2,730.00		
		Balance 02/29/24:		23,850.00		
101-101-900 PUBLISHING						
Journal AP: Accounts Payable						
13946	02/02/2024	Elk Rapids News	2-2024	101-000-202	464.00	
Journal Totals					464.00	0.00
Totals for 101-101-900					464.00	0.00
		Balance 02/01/24:		5,232.00		
		Net Change:		464.00		
		Balance 02/29/24:		5,696.00		
101-101-956 OTHER EXPENSE/TAX TRIBUNALS						
Journal AP: Accounts Payable						
13945	02/02/2024	Antrim County Treasurer	2-2024	Multiple	1.89	
13976	02/05/2024	WILDFIRE VINEYARDS	2-2024	101-000-202	724.75	
14021	02/12/2024	WILDFIRE VINEYARDS	2-2024	101-000-202		724.75
14022	02/12/2024	WATERFIRE VINEYARDS	2-2024	101-000-202	724.75	
Journal Totals					1,451.39	724.75
Journal GJ: General Journal						
14139	02/29/2024	REVERSE ASB FEE	1122	101-000-001		30.00
Journal Totals					0.00	30.00
Totals for 101-101-956					1,451.39	754.75
		Balance 02/01/24:		155.11		
		Net Change:		696.64		
		Balance 02/29/24:		851.75		
101-171-702 SALARY-SUPERVISOR						
Journal GJ: General Journal						
14001	02/01/2024	FEBRUARY PAYROLL ADJ	1102	Multiple	2,535.14	
14001	02/01/2024	FEBRUARY PAYROLL ADJ	1102	Multiple		610.80
Journal Totals					2,535.14	610.80
Journal PR: Payroll						
13923	02/01/2024	FEBRUARY PAYROLL	1092	Multiple	610.80	
Journal Totals					610.80	0.00
Totals for 101-171-702					3,145.94	610.80
		Balance 02/01/24:		25,351.40		
		Net Change:		2,535.14		
		Balance 02/29/24:		27,886.54		

101-171-704 FICA (SS/MED)  
 Journal PR: Payroll

User: Liz

FROM 101-101-702 TO 101-970-977

DB: Milton Township

TRANSACTIONS FROM 02/01/2024 TO 02/29/2024

JE #	Date	Description	Reference #	OFFSETTING GL	DEBIT	CREDIT
101-171-704 FICA (SS/MED)						
Journal PR: Payroll						
13923	02/01/2024	FEBRUARY PAYROLL	1092	Multiple	240.66	
Journal Totals					240.66	0.00
Totals for 101-171-704					240.66	0.00
Balance 02/01/24:				2,406.65		
Net Change:				240.66		
Balance 02/29/24:				2,647.31		
101-171-705 HEALTH INSURANCE						
Journal GJ: General Journal						
14001	02/01/2024	FEBRUARY PAYROLL ADJ	1102	Multiple	610.80	
Journal Totals					610.80	0.00
Totals for 101-171-705					610.80	0.00
Balance 02/01/24:				6,108.00		
Net Change:				610.80		
Balance 02/29/24:				6,718.80		
101-171-706 PENSION - VANGUARD						
Journal GJ: General Journal						
14103	02/01/2024	VANGUARD	1114	Multiple	253.51	
Journal Totals					253.51	0.00
Totals for 101-171-706					253.51	0.00
Balance 02/01/24:				2,535.10		
Net Change:				253.51		
Balance 02/29/24:				2,788.61		
101-191-727 SUPPLIES						
Journal AP: Accounts Payable						
13947	02/02/2024	JANET BEEBE	2-2024	Multiple	20.72	
14096	02/19/2024	STAPLES	1000688758	Multiple	112.95	
Journal Totals					133.67	0.00
Totals for 101-191-727					133.67	0.00
Balance 02/01/24:				889.35		
Net Change:				133.67		
Balance 02/29/24:				1,023.02		
101-191-900 PUBLISHING						
Journal AP: Accounts Payable						
13884	02/01/2024	STAPLES	1-2024	Multiple	112.95	
13949	02/02/2024	Purchase Power	2-2024	101-000-202	1,520.99	
Journal Totals					1,633.94	0.00
Totals for 101-191-900					1,633.94	0.00
Balance 02/01/24:				1,357.15		
Net Change:				1,633.94		
Balance 02/29/24:				2,991.09		
101-191-956 OTHER EXPENSE						
Journal AP: Accounts Payable						
13972	02/05/2024	Gil-Roy's Hardware	2402-254073	Multiple	7.89	
Journal Totals					7.89	0.00
Totals for 101-191-956					7.89	0.00
Balance 02/01/24:				90.00		
Net Change:				7.89		
Balance 02/29/24:				97.89		
101-209-702 SALARY-ASSESSOR						
Journal PR: Payroll						
13923	02/01/2024	FEBRUARY PAYROLL	1092	Multiple	3,323.10	
Journal Totals					3,323.10	0.00

User: Liz  
 DB: Milton Township

JE #	Date	Description	Reference #	OFFSETTING GL	DEBIT	CREDIT
101-209-702 SALARY-ASSESSOR						
Totals for 101-209-702					3,323.10	0.00
		Balance 02/01/24:		33,231.00		
		Net Change:		3,323.10		
		Balance 02/29/24:		36,554.10		
101-209-704 FICA (SOCIAL SEC/MEDICARE)						
Journal PR: Payroll						
13923	02/01/2024	FEBRUARY PAYROLL	1092	Multiple	142.72	
Journal Totals					142.72	0.00
Totals for 101-209-704					142.72	0.00
		Balance 02/01/24:		1,427.13		
		Net Change:		142.72		
		Balance 02/29/24:		1,569.85		
101-209-705 HEALTH INSURANCE						
Journal AP: Accounts Payable						
14116	02/26/2024	Priority Health	240480030543	101-000-202	1,987.49	
Journal Totals					1,987.49	0.00
Journal PR: Payroll						
13923	02/01/2024	FEBRUARY PAYROLL	1092	Multiple		1,457.56
Journal Totals					0.00	1,457.56
Totals for 101-209-705					1,987.49	1,457.56
		Balance 02/01/24:		13,317.42		
		Net Change:		529.93		
		Balance 02/29/24:		13,847.35		
101-209-706 PENSION - VANGUARD						
Journal GJ: General Journal						
14103	02/01/2024	VANGUARD	1114	Multiple	332.31	
Journal Totals					332.31	0.00
Totals for 101-209-706					332.31	0.00
		Balance 02/01/24:		3,323.10		
		Net Change:		332.31		
		Balance 02/29/24:		3,655.41		
101-209-802 DATA PROCES/CONTRAC						
Journal AP: Accounts Payable						
13874	02/01/2024	Antrim County Treasurer	5626	101-000-202	119.85	
13945	02/02/2024	Antrim County Treasurer	2-2024	Multiple	119.85	
Journal Totals					239.70	0.00
Totals for 101-209-802					239.70	0.00
		Balance 02/01/24:		2,121.65		
		Net Change:		239.70		
		Balance 02/29/24:		2,361.35		
101-215-702 SALARY-CLERK						
Journal PR: Payroll						
13923	02/01/2024	FEBRUARY PAYROLL	1092	Multiple	2,703.67	
Journal Totals					2,703.67	0.00
Totals for 101-215-702					2,703.67	0.00
		Balance 02/01/24:		27,036.70		
		Net Change:		2,703.67		
		Balance 02/29/24:		29,740.37		
101-215-703 SALARY DEPUTY						
Journal PR: Payroll						
13923	02/01/2024	FEBRUARY PAYROLL	1092	Multiple	1,300.50	
Journal Totals					1,300.50	0.00

User: Liz  
 DB: Milton Township

JE #	Date	Description	Reference #	OFFSETTING GL	DEBIT	CREDIT
101-215-703 SALARY DEPUTY						
Totals for 101-215-703					1,300.50	0.00
Balance 02/01/24:					1,759.50	
Net Change:					1,300.50	
Balance 02/29/24:					3,060.00	

101-215-704 FICA (SOCIAL SEC/MEDICARE)						
Journal PR: Payroll						
13923	02/01/2024	FEBRUARY PAYROLL	1092	Multiple	99.48	
13923	02/01/2024	FEBRUARY PAYROLL	1092	Multiple	206.84	
Journal Totals					306.32	0.00
Totals for 101-215-704					306.32	0.00
Balance 02/01/24:					2,202.91	
Net Change:					306.32	
Balance 02/29/24:					2,509.23	

101-215-705 HEALTH INSURANCE						
Journal GJ: General Journal						
14062	02/14/2024	RECLASSIFY	1107	101-752-705	966.37	
Journal Totals					966.37	0.00
Totals for 101-215-705					966.37	0.00
Balance 02/01/24:					7,730.96	
Net Change:					966.37	
Balance 02/29/24:					8,697.33	

101-215-706 PENSION - VANGUARD						
Journal GJ: General Journal						
14103	02/01/2024	VANGUARD	1114	Multiple	270.37	
Journal Totals					270.37	0.00
Totals for 101-215-706					270.37	0.00
Balance 02/01/24:					2,703.70	
Net Change:					270.37	
Balance 02/29/24:					2,974.07	

101-215-727 SUPPLIES						
Journal AP: Accounts Payable						
13884	02/01/2024	STAPLES	1-2024	Multiple	6.99	
13947	02/02/2024	JANET BEEBE	2-2024	Multiple	14.70	
Journal Totals					21.69	0.00
Totals for 101-215-727					21.69	0.00
Balance 02/01/24:					320.30	
Net Change:					21.69	
Balance 02/29/24:					341.99	

101-247-702 SALARY-BOARD OF REVIEW						
Journal PR: Payroll						
13923	02/01/2024	FEBRUARY PAYROLL	1092	Multiple	62.50	
Journal Totals					62.50	0.00
Totals for 101-247-702					62.50	0.00
Balance 02/01/24:					1,800.00	
Net Change:					62.50	
Balance 02/29/24:					1,862.50	

101-247-727 SUPPLIES						
Journal GJ: General Journal						
14071	02/16/2024	RECLASSIFY	1111	101-247-956		142.81
Journal Totals					0.00	142.81



User: Liz  
 DB: Milton Township

JE #	Date	Description	Reference #	OFFSETTING GL	DEBIT	CREDIT
<b>101-247-727 SUPPLIES</b>						
Totals for 101-247-727					0.00	142.81
Balance 02/01/24:					142.81	
Net Change:					(142.81)	
Balance 02/29/24:					0.00	
<hr/>						
<b>101-247-956 OTHER EXPENSE</b>						
Journal GJ: General Journal						
14071	02/16/2024	RECLASSIFY	1111	101-247-727	142.81	
Journal Totals					142.81	0.00
Totals for 101-247-956					142.81	0.00
Balance 02/01/24:					0.00	
Net Change:					142.81	
Balance 02/29/24:					142.81	
<hr/>						
<b>101-253-702 SALARY-TREASURER</b>						
Journal GJ: General Journal						
14001	02/01/2024	FEBRUARY PAYROLL ADJ	1102	Multiple		835.25
Journal Totals					0.00	835.25
Journal PR: Payroll						
13923	02/01/2024	FEBRUARY PAYROLL	1092	Multiple	3,058.86	
13923	02/01/2024	FEBRUARY PAYROLL	1092	Multiple	835.25	
Journal Totals					3,894.11	0.00
Totals for 101-253-702					3,894.11	835.25
Balance 02/01/24:					30,588.60	
Net Change:					3,058.86	
Balance 02/29/24:					33,647.46	
<hr/>						
<b>101-253-703 SALARY DEPUTY</b>						
Journal PR: Payroll						
13923	02/01/2024	FEBRUARY PAYROLL	1092	Multiple	1,804.00	
Journal Totals					1,804.00	0.00
Totals for 101-253-703					1,804.00	0.00
Balance 02/01/24:					11,023.88	
Net Change:					1,804.00	
Balance 02/29/24:					12,827.88	
<hr/>						
<b>101-253-704 FICA (SOCIAL SEC/MEDICARE)</b>						
Journal PR: Payroll						
13923	02/01/2024	FEBRUARY PAYROLL	1092	Multiple	297.91	
13923	02/01/2024	FEBRUARY PAYROLL	1092	Multiple	138.00	
Journal Totals					435.91	0.00
Totals for 101-253-704					435.91	0.00
Balance 02/01/24:					3,845.56	
Net Change:					435.91	
Balance 02/29/24:					4,281.47	
<hr/>						
<b>101-253-705 HEALTH INSURANCE</b>						
Journal GJ: General Journal						
14001	02/01/2024	FEBRUARY PAYROLL ADJ	1102	Multiple	835.25	
Journal Totals					835.25	0.00
Totals for 101-253-705					835.25	0.00
Balance 02/01/24:					8,656.52	
Net Change:					835.25	
Balance 02/29/24:					9,491.77	
<hr/>						
<b>101-253-706 PENSION - VANGUARD</b>						
Journal GJ: General Journal						
14103	02/01/2024	VANGUARD	1114	Multiple	305.89	
Journal Totals					305.89	0.00

User: Liz

FROM 101-101-702 TO 101-970-977

DB: Milton Township

TRANSACTIONS FROM 02/01/2024 TO 02/29/2024

JE #	Date	Description	Reference #	OFFSETTING GL	DEBIT	CREDIT
101-253-706 PENSION - VANGUARD						
Totals for 101-253-706					305.89	0.00
Balance 02/01/24:					3,058.90	
Net Change:					305.89	
Balance 02/29/24:					3,364.79	
101-253-727 POSTAGE/SUPPLIES						
Journal AP: Accounts Payable						
13948	02/02/2024	LIZ ATKINSON	2-2024	Multiple	10.95	
Journal Totals					10.95	0.00
Totals for 101-253-727					10.95	0.00
Balance 02/01/24:					3,089.59	
Net Change:					10.95	
Balance 02/29/24:					3,100.54	
101-265-920 UTILITIES						
Journal AP: Accounts Payable						
13975	02/05/2024	VILLAGE OF ELK RAPIDS	2-2024	Multiple	54.15	
14081	02/19/2024	Consumers Energy	2-2024	Multiple	314.26	
Journal Totals					368.41	0.00
Totals for 101-265-920					368.41	0.00
Balance 02/01/24:					3,009.97	
Net Change:					368.41	
Balance 02/29/24:					3,378.38	
101-268-702 SALARY-TOWNSHIP OFFICE						
Journal PR: Payroll						
13923	02/01/2024	FEBRUARY PAYROLL	1092	Multiple	391.10	
Journal Totals					391.10	0.00
Totals for 101-268-702					391.10	0.00
Balance 02/01/24:					3,911.00	
Net Change:					391.10	
Balance 02/29/24:					4,302.10	
101-268-704 FICA (SOCIAL SEC/MEDICARE)						
Journal PR: Payroll						
13923	02/01/2024	FEBRUARY PAYROLL	1092	Multiple	29.92	
Journal Totals					29.92	0.00
Totals for 101-268-704					29.92	0.00
Balance 02/01/24:					299.20	
Net Change:					29.92	
Balance 02/29/24:					329.12	
101-268-727 SUPPLIES						
Journal AP: Accounts Payable						
13884	02/01/2024	STAPLES	1-2024	Multiple	7.99	
13884	02/01/2024	STAPLES	1-2024	Multiple	61.75	
13948	02/02/2024	LIZ ATKINSON	2-2024	Multiple	15.87	
14121	02/27/2024	LIZ ATKINSON	2-2027	101-000-202	21.16	
Journal Totals					106.77	0.00
Totals for 101-268-727					106.77	0.00
Balance 02/01/24:					3,367.22	
Net Change:					106.77	
Balance 02/29/24:					3,473.99	

101-268-802 CONTRACTS						
Journal AP: Accounts Payable						
13952	02/02/2024	VC3 INC	137309	Multiple	8.30	
13952	02/02/2024	VC3 INC	137309	Multiple	37.50	
14005	02/09/2024	GFL ENVIRONMENTAL	0064467232	101-000-202	87.84	
14006	02/09/2024	Great Lakes Business Systems	SC101307	101-000-202	76.67	
14078	02/19/2024	CANON FINANCIAL SERVICES	32048423	101-000-202	68.69	

User: Liz

FROM 101-101-702 TO 101-970-977

DB: Milton Township

TRANSACTIONS FROM 02/01/2024 TO 02/29/2024

JE #	Date	Description	Reference #	OFFSETTING GL	DEBIT	CREDIT
101-268-802 CONTRACTS						
Journal AP: Accounts Payable						
14086	02/19/2024	VC3 INC	139313	Multiple	8.30	
14086	02/19/2024	VC3 INC	139313	Multiple	37.50	
Journal Totals					324.80	0.00
Totals for 101-268-802					324.80	0.00
Balance 02/01/24:					2,544.63	
Net Change:					324.80	
Balance 02/29/24:					2,869.43	

101-268-850 PHONE/FAX						
Journal AP: Accounts Payable						
14080	02/19/2024	CHARTER COMMUNICATIONS	005307301020724	Multiple	299.94	
Journal Totals					299.94	0.00
Totals for 101-268-850					299.94	0.00
Balance 02/01/24:					2,829.45	
Net Change:					299.94	
Balance 02/29/24:					3,129.39	

101-268-851 INTERNET/WEB HOST						
Journal AP: Accounts Payable						
14080	02/19/2024	CHARTER COMMUNICATIONS	005307301020724	Multiple	129.99	
Journal Totals					129.99	0.00
Totals for 101-268-851					129.99	0.00
Balance 02/01/24:					1,942.60	
Net Change:					129.99	
Balance 02/29/24:					2,072.59	

101-268-920 UTILITIES						
Journal AP: Accounts Payable						
14081	02/19/2024	Consumers Energy	2-2024	Multiple	265.81	
Journal Totals					265.81	0.00
Totals for 101-268-920					265.81	0.00
Balance 02/01/24:					3,377.66	
Net Change:					265.81	
Balance 02/29/24:					3,643.47	

101-268-930 REPAIR/MAINTENANCE						
Journal AP: Accounts Payable						
13951	02/02/2024	SUPERIOR SEAMLESS RAIN GUTTERS	12694	101-000-202	675.00	
13972	02/05/2024	Gil-Roy's Hardware	2402-254073	Multiple	106.65	
14004	02/09/2024	DANIEL BOALS	2-2024	Multiple	412.50	
14083	02/19/2024	ELK RAPIDS ELECTRIC	2-2024	101-000-202	220.00	
Journal Totals					1,414.15	0.00
Totals for 101-268-930					1,414.15	0.00
Balance 02/01/24:					2,547.97	
Net Change:					1,414.15	
Balance 02/29/24:					3,962.12	

101-276-702 SALARY-CEMETERY MAINT.						
Journal PR: Payroll						
13923	02/01/2024	FEBRUARY PAYROLL	1092	Multiple	160.08	
Journal Totals					160.08	0.00
Totals for 101-276-702					160.08	0.00
Balance 02/01/24:					1,600.80	
Net Change:					160.08	
Balance 02/29/24:					1,760.88	

101-276-704 FICA (SOCIAL SEC/MEDICARE)						
Journal PR: Payroll						
13923	02/01/2024	FEBRUARY PAYROLL	1092	Multiple	12.25	

User: Liz

FROM 101-101-702 TO 101-970-977

DB: Milton Township

TRANSACTIONS FROM 02/01/2024 TO 02/29/2024

JE #	Date	Description	Reference #	OFFSETTING GL	DEBIT	CREDIT
101-276-704 FICA (SOCIAL SEC/MEDICARE)						
Journal PR: Payroll						
Journal Totals					12.25	0.00
Totals for 101-276-704					12.25	0.00
Balance 02/01/24:					244.07	
Net Change:					12.25	
Balance 02/29/24:					256.32	

101-276-920 UTILITIES						
Journal AP: Accounts Payable						
14081	02/19/2024	Consumers Energy	2-2024	Multiple	29.24	
Journal Totals					29.24	0.00
Totals for 101-276-920					29.24	0.00
Balance 02/01/24:					297.60	
Net Change:					29.24	
Balance 02/29/24:					326.84	

101-410-702 SALARY-ZONING						
Journal PR: Payroll						
13923	02/01/2024	FEBRUARY PAYROLL	1092	Multiple	960.00	
Journal Totals					960.00	0.00
Totals for 101-410-702					960.00	0.00
Balance 02/01/24:					10,123.50	
Net Change:					960.00	
Balance 02/29/24:					11,083.50	

101-410-703 SALARY-PLANNING/ZBA						
Journal PR: Payroll						
13923	02/01/2024	FEBRUARY PAYROLL	1092	Multiple	510.00	
Journal Totals					510.00	0.00
Totals for 101-410-703					510.00	0.00
Balance 02/01/24:					5,370.00	
Net Change:					510.00	
Balance 02/29/24:					5,880.00	

101-410-704 FICA (SOCIAL SEC/MEDICARE)						
Journal PR: Payroll						
13923	02/01/2024	FEBRUARY PAYROLL	1092	Multiple	4.79	
13923	02/01/2024	FEBRUARY PAYROLL	1092	Multiple	10.71	
13923	02/01/2024	FEBRUARY PAYROLL	1092	Multiple	8.03	
13923	02/01/2024	FEBRUARY PAYROLL	1092	Multiple	73.44	
13923	02/01/2024	FEBRUARY PAYROLL	1092	Multiple	3.82	
13923	02/01/2024	FEBRUARY PAYROLL	1092	Multiple	8.80	
13923	02/01/2024	FEBRUARY PAYROLL	1092	Multiple	3.83	
13923	02/01/2024	FEBRUARY PAYROLL	1092	Multiple	3.82	
Journal Totals					117.24	0.00
Totals for 101-410-704					117.24	0.00
Balance 02/01/24:					1,116.97	
Net Change:					117.24	
Balance 02/29/24:					1,234.21	

101-410-705 HEALTH INSURANCE						
Journal AP: Accounts Payable						
14082	02/19/2024	DELTA DENTAL	MBR0000221271	101-000-202	188.10	
Journal Totals					188.10	0.00
Totals for 101-410-705					188.10	0.00
Balance 02/01/24:					0.00	
Net Change:					188.10	
Balance 02/29/24:					188.10	

101-410-727 SUPPLIES

User: Liz

FROM 101-101-702 TO 101-970-977

DB: Milton Township

TRANSACTIONS FROM 02/01/2024 TO 02/29/2024

JE #	Date	Description	Reference #	OFFSETTING GL	DEBIT	CREDIT
101-410-727 SUPPLIES						
Journal AP: Accounts Payable						
14095	02/19/2024	STAPLES	1000673503	Multiple	75.49	
Journal Totals					75.49	0.00
Totals for 101-410-727					75.49	0.00
Balance 02/01/24:				316.64		
Net Change:				75.49		
Balance 02/29/24:				392.13		

101-410-801 LEGAL FEES						
Journal AP: Accounts Payable						
13974	02/05/2024	PEZZETTI, VERMETTEN & POPOVITS	.395930	101-000-202	420.00	
Journal Totals					420.00	0.00
Totals for 101-410-801					420.00	0.00
Balance 02/01/24:				13,243.53		
Net Change:				420.00		
Balance 02/29/24:				13,663.53		

101-410-802 CONTRACTS/CONSULTANTS						
Journal AP: Accounts Payable						
13875	02/01/2024	BECKETT & RAEDER	202321244	Multiple		437.50
13875	02/01/2024	BECKETT & RAEDER	202321244	Multiple	665.00	
13876	02/01/2024	BECKETT & RAEDER	20231225	101-000-202	1,421.55	
14002	02/09/2024	BECKETT & RAEDER	2024038	Multiple	507.50	
Journal Totals					2,594.05	437.50
Totals for 101-410-802					2,594.05	437.50
Balance 02/01/24:				19,255.02		
Net Change:				2,156.55		
Balance 02/29/24:				21,411.57		

101-410-860 MILEAGE						
Journal AP: Accounts Payable						
13875	02/01/2024	BECKETT & RAEDER	202321244	Multiple	98.25	
14002	02/09/2024	BECKETT & RAEDER	2024038	Multiple	32.75	
Journal Totals					131.00	0.00
Totals for 101-410-860					131.00	0.00
Balance 02/01/24:				456.43		
Net Change:				131.00		
Balance 02/29/24:				587.43		

101-410-977 EQUIPMENT						
Journal AP: Accounts Payable						
13884	02/01/2024	STAPLES	1-2024	Multiple	75.49	
Journal Totals					75.49	0.00
Totals for 101-410-977					75.49	0.00
Balance 02/01/24:				0.00		
Net Change:				75.49		
Balance 02/29/24:				75.49		

101-448-920 UTILITIES						
Journal AP: Accounts Payable						
14003	02/09/2024	Consumers Energy	2-2024	Multiple	26.02	
14003	02/09/2024	Consumers Energy	2-2024	Multiple	93.46	
14085	02/19/2024	Great Lakes Energy	83210002	101-000-202	13.50	
14115	02/26/2024	Great Lakes Energy	2-2024	Multiple	14.00	
14115	02/26/2024	Great Lakes Energy	2-2024	Multiple	13.50	
14115	02/26/2024	Great Lakes Energy	2-2024	Multiple	13.50	
14115	02/26/2024	Great Lakes Energy	2-2024	Multiple	14.00	
14115	02/26/2024	Great Lakes Energy	2-2024	Multiple	14.00	
Journal Totals					201.98	0.00

User: Liz

FROM 101-101-702 TO 101-970-977

DB: Milton Township

TRANSACTIONS FROM 02/01/2024 TO 02/29/2024

JE #	Date	Description	Reference #	OFFSETTING GL	DEBIT	CREDIT
101-448-920 UTILITIES						
Totals for 101-448-920					201.98	0.00
		Balance 02/01/24:			2,046.92	
		Net Change:			201.98	
		Balance 02/29/24:			2,248.90	
101-529-804 RECYCLING CENTER						
Journal AP: Accounts Payable						
14004	02/09/2024	DANIEL BOALS	2-2024	Multiple	475.00	
14079	02/19/2024	CHARTER COMMUNICATIONS	005308101020724	101-000-202	109.99	
Journal Totals					584.99	0.00
Totals for 101-529-804					584.99	0.00
		Balance 02/01/24:			2,434.73	
		Net Change:			584.99	
		Balance 02/29/24:			3,019.72	
101-751-702 SALARY-ACCESSES						
Journal PR: Payroll						
13923	02/01/2024	FEBRUARY PAYROLL	1092	Multiple	182.62	
Journal Totals					182.62	0.00
Totals for 101-751-702					182.62	0.00
		Balance 02/01/24:			1,826.20	
		Net Change:			182.62	
		Balance 02/29/24:			2,008.82	
101-751-704 FICA (SOCIAL SEC/MEDICARE)						
Journal PR: Payroll						
13923	02/01/2024	FEBRUARY PAYROLL	1092	Multiple	13.97	
Journal Totals					13.97	0.00
Totals for 101-751-704					13.97	0.00
		Balance 02/01/24:			139.70	
		Net Change:			13.97	
		Balance 02/29/24:			153.67	
101-751-930 REPAIR/MAINTENANCE						
Journal AP: Accounts Payable						
13877	02/01/2024	BEST PRICE TREE SERVICE, CORP	INV0002	101-000-202	1,200.00	
Journal Totals					1,200.00	0.00
Totals for 101-751-930					1,200.00	0.00
		Balance 02/01/24:			33,944.00	
		Net Change:			1,200.00	
		Balance 02/29/24:			35,144.00	
101-752-702 SALARY-PARKS						
Journal PR: Payroll						
13923	02/01/2024	FEBRUARY PAYROLL	1092	Multiple	1,877.14	
Journal Totals					1,877.14	0.00
Totals for 101-752-702					1,877.14	0.00
		Balance 02/01/24:			18,771.40	
		Net Change:			1,877.14	
		Balance 02/29/24:			20,648.54	
101-752-704 FICA (SOCIAL SEC/MEDICARE)						
Journal PR: Payroll						
13923	02/01/2024	FEBRUARY PAYROLL	1092	Multiple	12.75	
13923	02/01/2024	FEBRUARY PAYROLL	1092	Multiple	27.45	
13923	02/01/2024	FEBRUARY PAYROLL	1092	Multiple	143.61	
Journal Totals					183.81	0.00

User: Liz

FROM 101-101-702 TO 101-970-977

DB: Milton Township

TRANSACTIONS FROM 02/01/2024 TO 02/29/2024

JE #	Date	Description	Reference #	OFFSETTING GL	DEBIT	CREDIT
101-752-704 FICA (SOCIAL SEC/MEDICARE)						
Totals for 101-752-704					183.81	0.00
Balance 02/01/24:				1,788.84		
Net Change:				183.81		
Balance 02/29/24:				1,972.65		
101-752-705 HEALTH INSURANCE						
Journal GJ: General Journal						
14062	02/14/2024	RECLASSIFY	1107	101-215-705		966.37
Journal Totals					0.00	966.37
Journal PR: Payroll						
13923	02/01/2024	FEBRUARY PAYROLL	1092	Multiple	358.80	
Journal Totals					358.80	0.00
Totals for 101-752-705					358.80	966.37
Balance 02/01/24:				3,911.17		
Net Change:				(607.57)		
Balance 02/29/24:				3,303.60		
101-752-706 PENSION - VANGUARD						
Journal GJ: General Journal						
14103	02/01/2024	VANGUARD	1114	Multiple	297.76	
Journal Totals					297.76	0.00
Totals for 101-752-706					297.76	0.00
Balance 02/01/24:				2,977.60		
Net Change:				297.76		
Balance 02/29/24:				3,275.36		
101-752-722 GAS ALLOWANCE						
Journal PR: Payroll						
13923	02/01/2024	FEBRUARY PAYROLL	1092	Multiple	166.67	
Journal Totals					166.67	0.00
Totals for 101-752-722					166.67	0.00
Balance 02/01/24:				1,666.70		
Net Change:				166.67		
Balance 02/29/24:				1,833.37		
101-752-727 SUPPLIES						
Journal GJ: General Journal						
14070	02/16/2024	RECLASSIFY	1110	101-752-803	427.21	
Journal Totals					427.21	0.00
Totals for 101-752-727					427.21	0.00
Balance 02/01/24:				598.76		
Net Change:				427.21		
Balance 02/29/24:				1,025.97		
101-752-803 OPERATIONAL EXPENSES						
Journal GJ: General Journal						
14070	02/16/2024	RECLASSIFY	1110	101-752-727		427.21
Journal Totals					0.00	427.21
Totals for 101-752-803					0.00	427.21
Balance 02/01/24:				427.21		
Net Change:				(427.21)		
Balance 02/29/24:				0.00		

101-752-920 UTILITIES						
Journal AP: Accounts Payable						
13975	02/05/2024	VILLAGE OF ELK RAPIDS	2-2024	Multiple	54.15	
14081	02/19/2024	Consumers Energy	2-2024	Multiple	11.02	
14081	02/19/2024	Consumers Energy	2-2024	Multiple	29.24	
14081	02/19/2024	Consumers Energy	2-2024	Multiple	29.36	

User: Liz

FROM 101-101-702 TO 101-970-977

DB: Milton Township

TRANSACTIONS FROM 02/01/2024 TO 02/29/2024

JE #	Date	Description	Reference #	OFFSETTING GL	DEBIT	CREDIT
101-752-920 UTILITIES						
Journal AP: Accounts Payable						
Journal Totals					123.77	0.00
Totals for 101-752-920					123.77	0.00
Balance 02/01/24:					4,082.85	
Net Change:					123.77	
Balance 02/29/24:					4,206.62	

101-752-930 REPAIR/MAINTENANCE						
Journal AP: Accounts Payable						
14004	02/09/2024	DANIEL BOALS	2-2024	Multiple	362.50	
Journal Totals					362.50	0.00
Totals for 101-752-930					362.50	0.00
Balance 02/01/24:					15,453.46	
Net Change:					362.50	
Balance 02/29/24:					15,815.96	



GL NUMBER	DESCRIPTION	2023-24 ACTIVITY THRU 02/29/24	2023-24 APPROVED BUDGET
ESTIMATED REVENUES			
Dept 000			
206-000-402	CURRENT TAX COLLECT	304,017.57	314,101.95
206-000-665	INTEREST EARNED	14,812.67	
206-000-671	FIRE GRANT AWARDS	1,565.00	
206-000-673	SALE OF FIXED ASSET	17,770.00	
206-000-674	MISC REVENUE	120.00	
206-000-675	DONATIONS	675.00	
206-000-676	REIMBURSEMENTS	725.00	
Totals for dept 000 -		339,685.24	314,101.95
TOTAL ESTIMATED REVENUES		339,685.24	314,101.95

GL NUMBER	DESCRIPTION	2023-24 ACTIVITY THRU 02/29/24	2023-24 APPROVED BUDGET
<b>APPROPRIATIONS</b>			
Dept 336 - FIRE EXPENSES			
206-336-702	SALARY	45,641.73	75,000.00
206-336-703	SALARY-FIRE CHIEF	11,269.14	15,025.50
206-336-704	SOC.SECURITY/MEDICARE	4,662.20	5,000.00
206-336-705	SALARY - MAINT.	4,033.59	4,410.00
206-336-723	MEMBERSHIP	3,753.99	5,000.00
206-336-727	SUPPLIES	8,478.79	10,000.00
206-336-729	APPARATUS FUEL	3,389.34	5,000.00
206-336-801	LEGAL FEES/PROF SERVICES		1,000.00
206-336-802	SERVICE CONTRACTS	546.57	750.00
206-336-850	PHONE/INTERNET	2,929.30	5,000.00
206-336-860	MILEAGE		500.00
206-336-890	CONTINGENCY		1,000.00
206-336-900	PUBLISHING	234.00	500.00
206-336-910	INSURANCE	2,192.00	3,000.00
206-336-920	UTILITIES	6,589.61	10,000.00
206-336-930	REPAIR/MAINTENANCE	45,261.23	65,000.00
206-336-955	GRANT PROJECT	14,071.26	
206-336-956	PHYSICALS	5,670.60	10,000.00
206-336-957	UNIFORMS		1,000.00
206-336-959	MISC. EXPENSE	1,891.51	2,000.00
206-336-960	EDUCATION	168.00	1,500.00
206-336-970	CAPITAL OUTLAY EXPENSES	14,013.99	20,000.00
206-336-971	CAPITAL OUTLAY		37,416.45
206-336-976	BUILDING/GROUNDS	19,247.85	15,000.00
206-336-977	EQUIPMENT	10,623.76	15,000.00
Totals for dept 336 - FIRE EXPENSES		204,668.46	308,101.95
Dept 862 - EMPLOYER EXPENSE			
206-862-714	MERS RETIREMENT EXPENSE	5,250.00	6,000.00
Totals for dept 862 - EMPLOYER EXPENSE		5,250.00	6,000.00
<b>TOTAL APPROPRIATIONS</b>		<b>209,918.46</b>	<b>314,101.95</b>
<b>NET OF REVENUES/APPROPRIATIONS - FUND 206</b>		<b>129,766.78</b>	
BEGINNING FUND BALANCE		795,694.88	795,694.88
ENDING FUND BALANCE		925,461.66	795,694.88

User: Liz

FROM 206-336-702 TO 206-862-715

DB: Milton Township

TRANSACTIONS FROM 02/01/2024 TO 02/29/2024

JE #	Date	Description	Reference #	OFFSETTING GL	DEBIT	CREDIT
206-336-704 SOC.SECURITY/MEDICARE						
Journal GJ: General Journal						
14113	02/23/2024	RECLASSIFY	1117	206-336-705		366.69
Journal Totals					0.00	366.69
Journal PR: Payroll						
13923	02/01/2024	FEBRUARY PAYROLL	1092	Multiple	28.04	
Journal Totals					28.04	0.00
Totals for 206-336-704					28.04	366.69
Balance 02/01/24:					5,000.85	
Net Change:					(338.65)	
Balance 02/29/24:					4,662.20	

206-336-705 SALARY - MAINT.						
Journal GJ: General Journal						
14113	02/23/2024	RECLASSIFY	1117	206-336-704	366.69	
Journal Totals					366.69	0.00
Journal PR: Payroll						
13923	02/01/2024	FEBRUARY PAYROLL	1092	Multiple	366.69	
Journal Totals					366.69	0.00
Totals for 206-336-705					733.38	0.00
Balance 02/01/24:					3,300.21	
Net Change:					733.38	
Balance 02/29/24:					4,033.59	

206-336-723 MEMBERSHIP						
Journal AP: Accounts Payable						
13881	02/01/2024	Michigan Townships Association 251731		206-000-202	33.00	
Journal Totals					33.00	0.00
Totals for 206-336-723					33.00	0.00
Balance 02/01/24:					3,720.99	
Net Change:					33.00	
Balance 02/29/24:					3,753.99	

206-336-727 SUPPLIES						
Journal AP: Accounts Payable						
13886	02/01/2024	ULINE	172778706	206-000-202	153.87	
13887	02/01/2024	ULINE	172781571	206-000-202	439.50	
13944	02/02/2024	AK ATHLETIC EQUIPMENT, IC.	5418516	206-000-202	927.00	
13973	02/05/2024	Gil-Roy's Hardware	2402-254091	Multiple	14.58	
13973	02/05/2024	Gil-Roy's Hardware	2402-254091	Multiple	20.97	
13973	02/05/2024	Gil-Roy's Hardware	2402-254091	Multiple	30.35	
Journal Totals					1,586.27	0.00
Totals for 206-336-727					1,586.27	0.00
Balance 02/01/24:					6,892.52	
Net Change:					1,586.27	
Balance 02/29/24:					8,478.79	

206-336-729 APPARATUS FUEL						
Journal AP: Accounts Payable						
14084	02/19/2024	FUELMAN	NP65902839	206-000-202	499.51	
Journal Totals					499.51	0.00
Totals for 206-336-729					499.51	0.00
Balance 02/01/24:					2,889.83	
Net Change:					499.51	
Balance 02/29/24:					3,389.34	

206-336-920 UTILITIES						
Journal AP: Accounts Payable						
14081	02/19/2024	Consumers Energy	2-2024	Multiple	101.34	
14081	02/19/2024	Consumers Energy	2-2024	Multiple	124.59	
Journal Totals					225.93	0.00

User: Liz

FROM 206-336-702 TO 206-862-715

DB: Milton Township

TRANSACTIONS FROM 02/01/2024 TO 02/29/2024

JE #	Date	Description	Reference #	OFFSETTING GL	DEBIT	CREDIT
206-336-920 UTILITIES						
Totals for 206-336-920					225.93	0.00
		Balance 02/01/24:			6,363.68	
		Net Change:			225.93	
		Balance 02/29/24:			6,589.61	
206-336-970 CAPITAL OUTLAY EXPENSES						
Journal AP: Accounts Payable						
13889	02/01/2024	WEST SHORE FIRE, INC.	31762	206-000-202	7,339.78	
Journal Totals					7,339.78	0.00
Totals for 206-336-970					7,339.78	0.00
		Balance 02/01/24:			6,674.21	
		Net Change:			7,339.78	
		Balance 02/29/24:			14,013.99	
206-336-976 BUILDING/GROUNDS						
Journal AP: Accounts Payable						
13882	02/01/2024	MORRISON ELECTRIC	4165	206-000-202	250.00	
13885	02/01/2024	Torch Plumbing	0102722	206-000-202	1,923.21	
14004	02/09/2024	DANIEL BOALS	2-2024	Multiple	412.50	
14007	02/09/2024	K&K Heating and Cooling	33276499	206-000-202	165.00	
Journal Totals					2,750.71	0.00
Totals for 206-336-976					2,750.71	0.00
		Balance 02/01/24:			16,497.14	
		Net Change:			2,750.71	
		Balance 02/29/24:			19,247.85	

Check Date	Bank	Check #	Payee	Description	Account	Dept	Amount
Fund: 101 GENERAL FUND							
02/12/2024	GEN	33633	WATERFIRE VINEYARDS	OTHER EXPENSE- ESCROW OVERPAYMENT	956	101	724.75
02/12/2024	GEN	33634	William F. Derman Jr.	LEGAL FEES/PROF SERVICES - BRETTONWOOD	801	101	37.50
				LEGAL FEES/PROF SERVICES - MAPLEHURST	801	101	1,350.00
				LEGAL FEES/ PROF SERVICES - BOARD/ MI	801	101	975.00
				CHECK GEN 33634 TOTAL FOR FUND 101:			<u>2,362.50</u>
02/19/2024	GEN	33635	CANON FINANCIAL SERVICES	CONTRACTS - COPIER	802	268	68.69
02/19/2024	GEN	33636#	CHARTER COMMUNICATIONS	PHONE/FAX	850	268	299.94
				INTERNET/WEB HOST	851	268	129.99
				RECYCLING CENTER	804	529	109.99
				CHECK GEN 33636 TOTAL FOR FUND 101:			<u>539.92</u>
02/19/2024	GEN	33637*#	Consumers Energy	UTILITIES - 2345 - 7268 CAIRN	920	265	314.26
				UTILITIES - 2444-7023 CHERRY AVE	920	268	265.81
				UTILITIES - 2642 - 13230 HICKIN RD NW	920	276	29.24
				UTILITIES - 4327 - 13475 INDIAN RD	920	752	29.24
				UTILITIES - 2725 - 13455 INDIAN RD.	920	752	29.36
				UTILITIES - 5975 - 7263 CAIRN HWY	920	752	11.02
				CHECK GEN 33637 TOTAL FOR FUND 101:			<u>678.93</u>
02/19/2024	GEN	33638	DELTA DENTAL	HEALTH INSURANCE - DENTAL	705	410	188.10
02/19/2024	GEN	33639	ELK RAPIDS ELECTRIC	REPAIR/MAINTENANCE - VESTIBULE LIGHT	930	268	220.00
02/19/2024	GEN	33641	Great Lakes Energy	UTILITIES - #002 QUARTERLINE	920	448	13.50
02/19/2024	GEN	33642	VC3 INC	CONTRACTS - WINDOWS BUSINESS	802	268	8.30
				CONTRACTS - WINDOWS BUSINESS	802	268	37.50
				CHECK GEN 33642 TOTAL FOR FUND 101:			<u>45.80</u>
02/19/2024	GEN	33643#	STAPLES	SUPPLIES - FOLDERS, STAPLER, SCISSOR	727	101	68.74
				SUPPLIES POST ITS	727	101	7.99
				SUPPLIES - ENVELOPES FOR AV MAILING	727	191	112.95

Check Date	Bank	Check #	Payee	Description	Account	Dept	Amount
Fund: 101 GENERAL FUND							
02/26/2024	GEN	33644	Great Lakes Energy	SUPPLIES - CHAIR MAT	727	410	75.49
				CHECK GEN 33643 TOTAL FOR FUND 101:			<u>265.17</u>
02/26/2024	GEN	33644	Great Lakes Energy	UTILITIES 0001 - CAIRN & US31	920	448	14.00
				UTILITIES 0005 - ODELL & US31	920	448	13.50
				UTILITIES 0003 - CAMPBELL RD & US31	920	448	13.50
				UTILITIES 0004 - WINTERS RD & US31	920	448	14.00
				UTILITIES 0006 - ERICKSON & US31	920	448	14.00
				CHECK GEN 33644 TOTAL FOR FUND 101:			<u>69.00</u>
02/26/2024	GEN	33645	Priority Health	HEALTH INSURANCE-ASSESSOR	705	209	1,987.49
02/27/2024	GEN	33646	LIZ ATKINSON	SUPPLIES - COFFEE CREAMER	727	268	21.16
03/04/2024	GEN	33648	ELECTION SOURCE	SUPPLIES - TABULATOR TAPE	727	191	42.51
03/04/2024	GEN	33650#	JANET BEEBE	EDUCATION/EQUIPMENT - MTA CONFERENCE	960	171	390.00
				MILEAGE-ELECTION	860	191	171.60
				SUPPLIES-KEYS FOR CABINET IN OFFICE	727	215	13.64
				EDUCATION-MTA CONFERENCE JANET & ANDR	960	215	480.00
				CHECK GEN 33650 TOTAL FOR FUND 101:			<u>1,055.24</u>
03/04/2024	GEN	33651*#	K&K Heating and Cooling	REPAIR/MAINTENANCE - CONDENSATE PUMP	930	265	272.00
03/04/2024	GEN	33652	KCI	DATA PROCES/CONTRAC - MAILINGS	802	209	867.68
03/04/2024	GEN	33654	Michigan Townships Association	EDUCATION - FOIA WEBINAR	960	215	25.00
03/04/2024	GEN	33656	PITNEY BOWES GLOBAL FINANCIAL SE	SUPPLIES-METER LEASE	727	268	165.54
03/04/2024	GEN	33657	Purchase Power	SUPPLIES - TOWNSHIP POSTAGE	727	268	520.99
03/04/2024	GEN	33659	SOUTH TORCH LAKE FIRE	AUDIT/CONTRACTS - MEDICAL RUNS	802	101	139.00
03/04/2024	GEN	33660#	STAPLES	SUPPLIES - ELECTION NAME TAGS	727	191	22.69
				SUPPLIES - TAX FORMS	727	215	(43.99)
				SUPPLIES - TAX FORMS	727	215	87.98
				SUPPLIES - OFFICE PAPER	727	268	103.29

Check Date	Bank	Check #	Payee	Description	Account	Dept	Amount
Fund: 101 GENERAL FUND							
				SUPPLIES - OFFICE PAPER	727	268	52.29
				SUPPLIES - LABEL MAKER & LABEL TAPE	727	268	64.97
				SUPPLIES - LABELS	727	268	66.37
				CHECK GEN 33660 TOTAL FOR FUND 101:			<u>353.60</u>
03/04/2024	GEN	33663#	VILLAGE OF ELK RAPIDS	UTILITIES - OLD TOWNSHIP HALL	920	265	54.15
				UTILITIES - PARK	920	752	54.15
				CHECK GEN 33663 TOTAL FOR FUND 101:			<u>108.30</u>
03/04/2024	GEN	33664	WADE TRIM, INC.	LEGAL FEES/PROF SERVICES - SEWER STUD	801	101	1,999.34
03/05/2024	GEN	33666	ANDREA KRAKOW	MILEAGE	860	191	40.56
03/05/2024	GEN	33667	Bob Kingon	MILEAGE	860	191	68.90
03/05/2024	GEN	33668	CHRIS ROBB	MILEAGE	860	191	38.35
03/05/2024	GEN	33669	CORINNE PRABHAKER	MILEAGE	860	191	100.75
03/05/2024	GEN	33670	DONNA BALAZOVIC	MILEAGE	860	191	74.10
03/05/2024	GEN	33671	JENNIFER KETZ	MILEAGE	860	191	61.43
03/05/2024	GEN	33672	KAYLA VAUGHN	MILEAGE	860	191	40.56
03/05/2024	GEN	33673	NOREEN STANLEY	MILEAGE	860	191	5.20
03/05/2024	GEN	33674	OTTO BEEBE	MILEAGE	860	191	28.60
03/05/2024	GEN	33675	ROXANNE SARASIN	MILEAGE	860	191	7.80
03/05/2024	GEN	33676	SANDRA HUSTED	MILEAGE	860	191	39.65
03/05/2024	GEN	33677	SARA BOGARD	MILEAGE	860	191	26.00
03/05/2024	GEN	33678	SHARON REDMAN	MILEAGE	860	191	33.80
03/05/2024	GEN	33679	WENDY FOX	MILEAGE	860	191	41.34
03/05/2024	GEN	33680	WENDY VANDERHEIDE	MILEAGE	860	191	93.60
03/06/2024	GEN	33681	BS & A Software	CONTRACTS/DATA PROCESSING	802	215	500.00

Check Date	Bank	Check #	Payee	Description	Account	Dept	Amount
Fund: 101 GENERAL FUND							
03/06/2024	GEN	33682*#	DTE Energy	UTILITIES - 910020747580-2/24&3/24	920	265	302.97
				UTILITIES - 910020747671-2/24&3/24	920	268	497.77
				CHECK GEN 33682 TOTAL FOR FUND 101:			<u>800.74</u>
03/06/2024	GEN	33683#	Elk Rapids News	PUBLISHING	900	101	1,402.50
				PUBLISHING	900	191	132.00
				PUBLISHING	900	247	231.00
				CHECK GEN 33683 TOTAL FOR FUND 101:			<u>1,765.50</u>
03/06/2024	GEN	33684*#	Gill-Roy's	SUPPLIES - ELECTION MISC MIL003	727	191	7.57
				REPAIR/MAINTENANCE - ICE MELTER MIL 0	930	268	16.23
				REPAIR/MAINTENANCE - LUMBER FOR CEMET	930	276	2,877.84
				CHECK GEN 33684 TOTAL FOR FUND 101:			<u>2,901.64</u>
03/06/2024	GEN	33685	Great Lakes Business Systems	CONTRACTS	802	268	124.85
03/06/2024	GEN	33686	LEGENDARY LION WEB DEVELOPMENT	INTERNET/WEB HOST-SUPPORT	851	268	138.00
03/06/2024	GEN	33687	PARALLEL PLUMBING SERVICES	REPAIR/MAINTENANCE	930	752	200.00
03/06/2024	GEN	33688	PEZZETTI, VERMETTEN & POPOVITS,	LEGAL FEES - GMEINER 396832	801	410	800.00
				LEGAL FEES - SPIRIT 396833	801	410	140.00
				CHECK GEN 33688 TOTAL FOR FUND 101:			<u>940.00</u>
03/06/2024	GEN	33689	Village Market - Elk Rapids	REPAIR/MAINTENANCE - MAPLEHURST GRADI	930	752	50.00
03/07/2024	GEN	33690	Consumers Energy	UTILITIES #5906 100000105906	920	448	25.42
03/07/2024	GEN	33691*#	DANIEL BOALS	REPAIR/MAINTENANCE - SNOWPLOWING	930	268	225.00
				RECYCLING CENTER - SNOWPLOWING	804	529	187.50
				REPAIR/MAINTENANCE - SNOWPLOWING	930	752	187.50
				CHECK GEN 33691 TOTAL FOR FUND 101:			<u>600.00</u>
03/08/2024	GEN	33694	Antrim County Treasurer	DATA PROCES/CONTRAC	802	209	119.85
03/08/2024	GEN	33695	Consumers Energy	UTILITIES #8243 LED LIGHT	920	448	93.07



Check Date	Bank	Check #	Payee	Description	Account	Dept	Amount
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Fund: 101 GENERAL FUND

Total for fund 101 GENERAL FUND

21,693.92

Check Date	Bank	Check #	Payee	Description	Account	Dept	Amount
Fund: 206 FIRE FUND							
02/19/2024	GEN	33637*#	Consumers Energy	UTILITIES - 4152 12105 CHERRY AVE	920	336	124.59
				UTILITIES - 4012 - 7015 CAIRN HWY	920	336	101.34
				CHECK GEN 33637 TOTAL FOR FUND 206:			225.93
02/19/2024	GEN	33640	FUELMAN	APPARATUS FUEL	729	336	499.51
03/04/2024	GEN	33647	CSI Emergency Apparatus	SUPPLIES - FOAM FOR TANKS	727	336	1,240.00
03/04/2024	GEN	33649	FICK & SONS DIESEL GARAGE	REPAIR/MAINTENANCE - MINI PUMPER 9950	930	336	13,073.59
03/04/2024	GEN	33651*#	K&K Heating and Cooling	BUILDING/GROUNDS - HEATER STATION 1	976	336	1,103.00
03/04/2024	GEN	33653	LARRY BALL	SUPPLIES - FOAM FROM ENGINE 1	727	336	88.06
				APPARATUS FUEL	729	336	85.45
				CHECK GEN 33653 TOTAL FOR FUND 206:			173.51
03/04/2024	GEN	33655	NORTHWEST FIRE, LLC	REPAIR/MAINTENANCE	930	336	215.00
03/04/2024	GEN	33658	RESCUE PRODUCTS INTERNATIONAL, I	EQUIPMENT - WATER RESCUE	977	336	1,894.75
03/04/2024	GEN	33661	THIRLBY AUTOMOTIVE	REPAIR/MAINTENANCE - BATTERIES & FUNN	930	336	292.97
03/04/2024	GEN	33662	TRAFFIC SAFETY STORE	EQUIPMENT	977	336	407.71
03/04/2024	GEN	33665	Witmer Public Safety Group	EQUIPMENT - BOOTS	977	336	454.30
03/06/2024	GEN	33682*#	DTE Energy	UTILITIES - 910020764874 -2/24&3/24	920	336	138.26
03/06/2024	GEN	33684*#	Gill-Roy's	SUPPLIES - PAINT MIL053	727	336	8.99
03/07/2024	GEN	33691*#	DANIEL BOALS	BUILDING/GROUNDS - SNOWPLOWING	976	336	125.00
03/07/2024	GEN	33692	Jeremy Ball	MEMBERSHIP - MICROSOFT 365	723	336	105.99
				SUPPLIES - CLIPBOARD REPLACEMENT	727	336	31.79
				SUPPLIES - LED LIGHTS	727	336	11.65
				CHECK GEN 33692 TOTAL FOR FUND 206:			149.43

Check Date	Bank	Check #	Payee	Description	Account	Dept	Amount
Fund: 206 FIRE FUND							
03/07/2024	GEN	33693	PARALLEL PLUMBING SERVICES	BUILDING/GROUNDS - NEW HOSE FOR STA 2	976	336	460.49
			TOTAL - ALL FUNDS	Total for fund 206 FIRE FUND			20,462.44
							42,156.36

'\*' - INDICATES CHECK DISTRIBUTED TO MORE THAN ONE FUND  
 '#' - INDICATES CHECK DISTRIBUTED TO MORE THAN ONE DEPARTMENT

**ANTRIM COUNTY SO**  
**MILTON TOWNSHIP REPORT**  
 FEBRUARY 2024

Nature	# Events
911 CHECK	8
ALARM	7
ANIMAL CONTROL COMP	5
CAR DEER ACCIDENT	2
CIVIL (NON-CRIMINAL)	1
CUSTODY DISPUTE	1
DRIVING COMPLAINT	2
FIRE ALARM	2
FIRE ASSIST	1
FRAUD	1
GENERAL ASSIST	4
HAZARDOUS CONDITION	1
MALIC DESTRUC OF PROP	1
MEDICAL CALL <i>Med - 7</i>	10
MONITOR TEST	3
MOTORIST ASSIST	2
PAPER SERVICE	2
PERSONAL INJURY ACC <i>3-LAW, 3-Fine, 3-EMS</i>	9
SUSPICIOUS SITUATION	4
SUSPICIOUS VEHICLE	1
TRAFFIC STOP	20
VEHICLE IN DITCH	1
WELLNESS CHECK	3
<b>Total</b>	<b>91</b>

*Torch Lake Township: 85*  
*Elk Rapids Township: 57*

# A-55 Transports (Billable Calls)

February

Dispatch Zone	Feb-23	Mar-23	Apr-23	May-23	Jun-23	Jul-23	Aug-23	Sep-23	Oct-23	Nov-23	Dec-23	Jan-24	Feb-24	Mar-24	Totals
Antrim-City of Elk Rapids	4	10	6	18	14	21	14	13	14	12	19	11	7	0	143
Antrim-Elk Rapids	8	3	1	6	2	9	9	12	6	4	2	4	6	0	72
Antrim-Helena	0	0	0	0	0	1	0	0	0	0	0	0	0	0	1
Antrim-Milton	11	15	15	10	20	16	16	11	15	9	12	11	8	2	171
Antrim-Torch Lake	2	0	0	1	0	1	1	2	1	0	2	0	0	0	10
GT-Acme	0	0	0	1	5	2	0	2	1	0	2	1	0	1	15
GT-Garfield	0	0	0	0	1	0	0	0	0	0	0	1	0	0	2
GT-Traverse City	0	0	1	0	0	0	0	0	0	0	0	0	0	0	1
GT-Whitewater	0	1	2	1	1	3	0	1	0	0	2	0	1	0	12
Kalkaska-Clearwater	0	0	0	0	0	3	0	0	0	0	0	0	0	0	3
<b>Total</b>	<b>25</b>	<b>29</b>	<b>25</b>	<b>37</b>	<b>43</b>	<b>56</b>	<b>40</b>	<b>41</b>	<b>37</b>	<b>25</b>	<b>39</b>	<b>28</b>	<b>22</b>	<b>3</b>	<b>451</b>

3/5/2024

## Elk Rapids / Milton Response Times February 2024



Response Time Minutes	Call Count	Cumulative Call Count	Percentage	Cumulative Percentage
01:00 - 01:59	1	1	4%	4.35 %
02:00 - 02:59	2	3	9%	13.04 %
03:00 - 03:59	2	5	9%	21.74 %
06:00 - 06:59	3	8	13%	34.78 %
07:00 - 07:59	3	11	13%	47.83 %
08:00 - 08:59	1	12	4%	52.17 %
10:00 - 10:59	1	13	4%	56.52 %
11:00 - 11:59	2	15	9%	65.22 %
12:00 - 12:59	1	16	4%	69.57 %
13:00 - 13:59	3	19	13%	82.61 %
15:00 and up	4	23	17%	100.00 %

# Elk Rapids/Milton Responses (A-55)

February 2024

Call Disposition	Acme	WW	Elk Rapids	Elk Rapids Twp	Milton Twp	Total
Transport	0	1	6	4	4	15
Refusal	0	0	1	2	4	7
Cancelled	1	0	3	0	0	4
<b>Total</b>	<b>1</b>	<b>1</b>	<b>10</b>	<b>6</b>	<b>8</b>	<b>26</b>

Response Priority	Acme	WW	Elk Rapids	Elk Rapids Twp	Milton	Total
P-1 Emergency ALS	1	1	0	2	3	7
P-2 Emergency BLS	0	0	9	3	3	15
P-3 Non-Emergent	0	0	1	1	2	4
<b>Total</b>	<b>1</b>	<b>1</b>	<b>10</b>	<b>6</b>	<b>8</b>	<b>26</b>

Nature of Call	Acme	WW	Elk Rapids	Elk Rapids Twp	Milton	Total
12-Convulsions/Seizures	0	0	1	0	0	1
17-Falls	0	0	2	0	0	2
19-Heart Problems / A.I.C.D.	0	0	0	0	2	2
26-Sick Person (Specific Diagnosis)	0	0	5	4	4	13
29-Traffic/Transportation/Accidents	1	0	0	1	1	3
32-Unknown Problem (Man Down)	0	0	2	1	0	3
5-Back Pain (Non-traumatic or Non Recent Traum	0	0	0	0	1	1
7-Burns (Scalds) /Explosion	0	1	0	0	0	1
<b>Total</b>	<b>1</b>	<b>1</b>	<b>10</b>	<b>6</b>	<b>8</b>	<b>26</b>

Run#	Date	Priority	Nature of Call	Dispatch Zone	Unit	Disposition	Dispatch Time	Scene Time	Response Time
15,302	02/01/2024	P-2	32-Unknown Problem (Man Dow	Elk Rapids Twp	10 55A1 A	Transport	12:33:00	12:45:41	00:12:41
15,454	02/01/2024	P-3	26-Sick Person (Specific Diagno:	Milton	10 55A1 A	Transport	19:03:38	19:14:40	00:11:02
15,724	02/02/2024	P-3	12-Convulsions/Seizures	Elk Rapids	10 55A1 B	Refusal	7:51:33	7:54:57	00:03:24
17,028	02/05/2024	P-2	26-Sick Person (Specific Diagno:	Milton	10 55A1 B	Transport	12:43:02	12:49:57	00:06:55
17,143	02/05/2024	P-2	32-Unknown Problem (Man Dow	Elk Rapids	10 55A1 B	Transport	17:11:31	17:13:35	00:02:04
17,273	02/06/2024	P-1	19-Heart Problems / A.I.C.D.	Milton	10 55A1 B	Refusal	1:32:45	1:46:00	00:13:15
19,243	02/09/2024	P-1	26-Sick Person (Specific Diagno:	Elk Rapids Twp	10 55A1 B	Transport	13:25:00	13:31:21	00:06:21
19,484	02/09/2024	P-1	29-Traffic/Transportation/Accider	Elk Rapids Twp	10 55A1 B	Refusal	23:18:22	23:52:50	00:34:28
19,815	02/10/2024	P-2	26-Sick Person (Specific Diagno:	Elk Rapids	10 55A1 C	Transport	19:00:19	19:08:32	00:08:13
20,448	02/12/2024	P-2	32-Unknown Problem (Man Dow	Elk Rapids	10 55A1 B	Canceled	12:53:15	12:55:53	00:02:38
21,164	02/14/2024	P-1	26-Sick Person (Specific Diagno:	Milton	10 55A1 C	Refusal	2:03:56	2:17:51	00:13:55
21,376	02/14/2024	P-2	17-Falls	Elk Rapids	10 55A1 B	Transport	12:18:16	12:25:05	00:06:49
21,737	02/15/2024	P-2	26-Sick Person (Specific Diagno:	Milton	10 55A1 B	Refusal	4:26:38	4:42:44	00:16:06
21,798	02/15/2024	P-1	7-Burns (Scalds) /Explosion	Whitewater	10 55A1 A	Transport	8:23:48	8:44:02	00:20:14
22,283	02/16/2024	P-2	26-Sick Person (Specific Diagno:	Elk Rapids Twp	10 55A1 A	Transport	5:28:49	5:32:45	00:03:56
22,325	02/16/2024	P-2	26-Sick Person (Specific Diagno:	Elk Rapids Twp	10 55A1 B	Refusal	8:23:07	8:24:54	00:01:47
22,868	02/17/2024	P-2	17-Falls	Elk Rapids	10 55A1 C	Canceled	9:36:54		
23,274	02/18/2024	P-2	26-Sick Person (Specific Diagno:	Elk Rapids	10 55A1 A	Transport	8:30:04	8:43:40	00:13:36
23,361	02/18/2024	P-2	26-Sick Person (Specific Diagno:	Elk Rapids	10 55A1 A	Canceled	13:51:49		
23,447	02/18/2024	P-2	26-Sick Person (Specific Diagno:	Elk Rapids	10 55A1 A	Transport	18:28:51	18:36:07	00:07:16
25,248	02/22/2024	P-1	29-Traffic/Transportation/Accider	Acme	10 55A1 A	Canceled	8:39:22		
25,719	02/23/2024	P-1	19-Heart Problems / A.I.C.D.	Milton	10 55A1 B	Refusal	6:26:22	6:34:20	00:07:58
26,124	02/23/2024	P-3	29-Traffic/Transportation/Accider	Milton	10 55A1 B	Transport	23:10:47	23:26:10	00:15:23
27,693	02/27/2024	P-3	26-Sick Person (Specific Diagno:	Elk Rapids Twp	10 55A1 C	Transport	20:32:02	20:43:43	00:11:41
28,549	02/29/2024	P-2	5-Back Pain (Non-traumatic or N	Milton	10 55A1 A	Transport	10:48:19	10:59:00	00:10:41
28,623	02/29/2024	P-2	26-Sick Person (Specific Diagno:	Elk Rapids	10 55A1 A	Transport	13:44:41	13:52:30	00:07:49



**Elk Rapids District Library Board of Trustees  
Regular Meeting  
January 11, 2024, 5:00 pm  
Elk Rapids Government Center, 315 Bridge Street, Elk Rapids MI 49629**

**Approved 2/8/24**

**1. Call to Order:** By Vice Chair, Dick Hults at 5:00 pm

**Members Present:** Liz Atkinson, Dick Hults, Nancy Wonch, Julia Pollister Amos and Dan McAuliffe.

Members absent: Stephenson, and Weber, excused.

Also Present: Director Pam Williams, AD/IT Aaron Hill, Laura Savoie, and Emily Spielbaugh

**2. Approval of Agenda:**

**MOTION:** by Pollister Amos/Wonch to approve the agenda.  
Motion carried.

**3. Public Comment:**

Emily Spielbaugh, a new employee at the library, was introduced by Williams and spoke about herself.

**4. Consent Agenda**

The purpose of the Consent Agenda is to expedite business by grouping non-controversial items together to be dealt with by one board action without discussion beyond asking questions for simple clarification. Any board member may ask that any items on the Consent Agenda be removed and placed elsewhere on the agenda for discussion. Such requests will be granted. If an item is not removed, the Consent Agenda is approved by a single board action.

A. Minutes of regular meeting December 18, 2023

B. Treasurer's Report and Approval of Bills

**MOTION:** by Wonch/McAuliffe to approve the consent agenda.

Roll Call

Petrovich: Yes

Wonch: Yes

Hults: Yes

Atkinson: Yes

McAuliffe: Yes

Pollister Amos: Yes

Stephenson: Absent

Weber: Absent

Motion carried 6-0, two absent

**5. Correspondence:**

Williams said she's had good reaction to upcoming meetings.

**6. Unfinished Business:**

A. Winter Hours: Williams asked for approval to change the hours to Monday-Thursday 10 am until 6 pm. Friday: 10 am to 4 pm. Saturday: 10 am to 3 pm. Sunday: 10 am-4pm.

**MOTION:** by Pollister Amos/Wonch to approve the winter hours  
Motion carried.

B. Gifts and Donations Policy: Williams said this is a policy we looked a couple months ago and now we have the returned policy from the attorney. There is a lot of talk in the policy about naming and we have some additional work to do. This is on the agenda for the finance meeting also. There is a mention of endowment fund, but that should come out until we have an endowment fund. This protects us so we don't get a gift with strings attached. This was last reviewed in 2016. We will work to have action on this at the next meeting.

**7. New Business:**

A. 2024-2025 Preliminary Budget: Williams passed out hard copies for review. This is the first presentation of the budget. Our millage will be coming in higher than what we collected last year due to higher property values. There are no areas of big differences this year except for the millage income. Reimbursements spent and paid was described and what it's used for. Williams will meet with the finance committee regarding the budget. Payroll went up \$3K. We worked on our hours and did not have much overlap. Wonch asked if there would be things we would spend money on if we purchased the building? Are there things that go toward expenses that are associated with the current library building? Pollister Amos explained how this is noted in the budget. Hulst said we would need to add insurance for the new building too. There will be a budget hearing meeting in February.

**B. Communication Team Update by Petrovich**

The CORE team of Communications, Development + Marketing Leadership Team have been continuing to meet on Tuesday mornings. This includes Mark Morrow of the Breton Group, Rachel Jarosz of Olive & Evergreen, Board members, Friends of the Library members, and Library staff members.

We continued our "one-on-one" conversations with several community leaders. People continue to be interested in and committed to the community and the potential library project.

Although no new contributions or pledges came because of those conversations, all individuals expressed interest in staying informed and getting involved after the project is revealed, a funding plan is decided upon, and the pre-campaign feasibility study begins.

The CORE team continued to work with staff and board to receive and understand the new building design from Quinn Evans. This included a follow-up meeting after the presentation in December that allowed us to discuss the public January meetings. Invitations were created and

designed for the special board meetings in January, and we drafted project-specific questions and answers that will likely arise during these (2) public meetings.

We plan to reconvene immediately following the meetings on January 15 and 16 and develop the next steps for communication with the community, continued engagement with community leadership, and beginning to think through the proposed feasibility study process and timetable.

Important work that the board will be required to complete in this interim time is to determine what portion of the new building design will be attempted (phases) and the funding plan for its financial support. This is likely to include private fundraising and the potential for public bonding.

#### Library Communications:

- Started on design concepts for 1000 Books.
  - Made updates on library website pages that needed updating (home page and new building page). Visitors can now access new building updates from the home page.

#### January Overview:

- New Building:
  - Support communications as needed, will attend the Tuesday (1/16) meeting and assist with Q&A
- Library Communications:
  - I will be meeting with Pam & Kate later in January to develop plan around the 1000 Books program.
  - Determine timeline around branded email addresses for the remaining library staff (and maybe board members)

### 8. Director's Report

As presented by Williams and Hill

**Stats: Hill** – Facebook engagement is up, 238 middle school books checked out to date. Circulation type is 77% books. Circulation by municipality is 51% Elk Rapids, 22% Milton, and 7% Torch Lake with the balance being other.

#### Staff:

We have a new staff member, Emily Spielbaugh. She will work the circulation desk on Monday nights and Fridays on a regular basis and will be focusing on adult services at other times of the week. We are thrilled to have Emily join our team of librarians.

#### Programs: 34 events covering all ages

##### Regular programming

- Story Time
- Tech Help
- Knitting

- Book Club
- Pokémon

#### Special Programs:

- Destination Story time Jan 12<sup>th</sup> 10:30 Art and Connection
- Knitting and Crocheting classes
- Minecraft: Aaron - A World at the Library
- Cookbook Club
- Adult Craft
- Jr Book Club: PAX by Sara Pennypacker
- Adult and Teen Shrinky Dink craft
- Write Here, Write Now Jerry Dennis, nonfiction in Bellaire.

#### Updates:

Working on Inventory: Hill reported that we have over 20,000 items with a value of \$458,000.

Williams discussed the upcoming meetings on the 15<sup>th</sup> and 16<sup>th</sup> and the things she wants to cover and the format. There will be an introduction of Quinn Evans and then we will have a Q&A session. We wanted it to be an open forum so the public could speak. Then, people will mingle and look at the building. Pollister Amos asked if the meeting on Monday is at 6, not 5 pm? (yes) Hults asked regarding the presentation boards, is this the rendering? Williams said yes. It's the first draft preliminary design.

#### 9. Standing Committee Reports

A. Personnel Committee: Pollister Amos, Atkinson, Petrovich  
No meeting

B. Financial Committee: Atkinson, Pollister Amos and Weber  
There was no meeting. Next meeting is next Wednesday and we have several topics to discuss.

#### 10. Ad Hoc Committee Reports

A. Building Committee: Hults, Weber, McAuliffe  
Hults reported there is a question about the title and when it will be cleared. Pollister Amos asked if stuff is being taken out of the building. Williams said yes, they are working on it. Atkinson asked if the heat is on? Williams said she will make sure it's on and up for the meeting on the 16th.

B. Strategic Planning Committee: Stephenson, Weber, Wonch  
No meeting

#### 11. Friends Report

As presented by Camille Campbell.

There was no meeting in December. Campbell was notified on short notice that the Friends provided books for 24 children for Christmas for the Community Cupboard. Pam and Kate helped and within 10 days it was all put together. Thank you for your help!

**12. Public Comment:**

None

**13. Board Comments:**

Pollister Amos said if you didn't read what Pam sent out regarding the financial status, we should all know what these answers are if we are asked a question.

Hults said the seller's finance company is anxious for a closing date.

**14. Adjournment**

The meeting adjourned by order of the chair 5:43 at pm.

Respectfully,  
Julia Pollister Amos

LibBdMin1.11.24approved

**Elk Rapids District Library Board of Trustees**  
**Special Meeting**  
**January 15, 2024, 6:00 pm**  
**Elk Rapids Government Center, 315 Bridge Street, Elk Rapids MI 49629**

Approved 2/8/24

1. Call to order: by President Tom Stephenson at 6:01pm

Members present: Liz Atkinson, Dan McAuliffe, Dick Hults, Julia Pollister Amos, Emily Petrovich, Tom Stephenson, Mike Weber and Nancy Wonch

Also present, Director Pam Williams, AD and IT Aaron Hill, Ann Dilcher and Chris Mueller From Quinn Evans Architects

Approximately 70 people in the audience.

2. Approval of the Agenda

**MOTION:** by Pollister Amos/Wonch to approve the agenda as presented  
Motion carried.

3. Public comment: none

Director Williams gave a short history of the Elk Rapids District Library

4. Presentation by Quinn Evans on plans for potential new library at 8980 Cairn Highway, Elk Rapids, MI. They showed examples of their work in other libraries and plans for the interior of the building as well as the site plan via a power point as well as easel boards exhibits. Handouts were provided showing the plans, timeline, and cost estimates.  
Their presentation ended about 6:50.

5. Public Comment:

Laura Asalia asked about the cost of technology and liked reusing the building and having a connection to nature.

Norm Veliquette was excited about the potential conversion of the building and since there was a kitchen in the current building he asked if one was planned for the renovation. He also asked about energy conservation features and expects that the planned north entrance would be subject to snow blasts in the winter.

Cindy Roberg asked that there be a space large enough for the book club to meet.

Bernie Johnson asked if the cost list provided includes the cost of the building . ( it does not) He also stated that during the survey conducted by the library board that no question had been asked about moving the library out of the Village. ( It is still within the Elk Rapids Village limits)

Lynn Elmore asked if the northern entrance could be protected and asked if there would be a bike rack. She likes the huddle room idea.

Beth Guntzviller said she was excited with the idea of riding her bike to the library and wanted to make sure that security cameras were planned.

Bill Donberg asked about the availability of food for kids coming after school. Are vending machines an option? Is food/beverage allowed in the library? (Yes in certain areas)

Lauren Dake said she is very excited about the plans for the children's areas. She is a weekly user of the library and a biker.

#### 6. Board Comments

Board members' comments focused on being excited about the plans, thanking Quinn Evans for their outstanding work and thanking people for attending the meeting.

Meeting adjourned by order of the chair at 7:08pm

Respectfully,

Julia Pollister Amos, Secretary Elk Rapids District Library Board of Trustees

LibBdMin1.15.24specialapproved

**Elk Rapids District Library Board of Trustees  
Special Meeting  
January 16, 2024, 10:00am  
Traverse Bay Manufacturing Building, 8980 Cairn Hwy, Elk Rapids, MI**

Approved 2/8/24

1. Call to order: by President Tom Stephenson at 10:06am

Members present: Liz Atkinson, Dick Hults, Julia Pollister Amos, Emily Petrovich, Tom Stephenson, Mike Weber, and Nancy Wonch  
Members absent: Dan McAuliffe excused.

Also present, Director Pam Williams, AD/ IT Aaron Hill, Ann Dilcher and Chris Mueller from Quinn Evans Architects.

There were approximately 25 people in the audience.

2. Approval of the agenda  
**MOTION:** by Pollister Amos/Wonch to approve the agenda as presented.  
Motion carried.

3. Public comment: none

Director Williams gave a short history of the Elk Rapids District Library.

4. Presentation by Quin Evans of plans for a potential new library at this location. They showed examples of their work in other libraries and plans for the interior of the building as well as the site plan on easel board exhibits. Handouts showing the plans, timeline and cost estimates were provided.

5. Q & A

Cards were provided for people to write down questions that were answered by either Quinn Evans or the board. Camille Campbell picked up the cards and read the questions. These were:  
Is the size of the building appropriate? ( For a Class 2 Library – Yes)  
Will there be food available? ( We'll have to see what works)  
Is government funding available? What about energy efficient funding? ( There have been some grants that would have worked but we were not far enough along in our planning to apply. We hope there will be more.)

6. Public Comment:

Char Gretel shared that reaching out to others is important so that more people can see the possibilities. She thanked the board for their hard work and transparency during the process.

Lynn Elmore asked if the northern entrance could be protected and asked if there would be a bike rack. She likes the huddle room idea.



Beth Guntzviller said she was excited with the idea of riding her bike to the library and wanted to make sure that security cameras were planned.

Bill Donberg asked about the availability of food for kids coming after school. Are vending machines an option? Is food/beverage allowed in the library? (In certain areas yes.)

Lauren Dake said she is very excited about the plans for the children's areas. She is a weekly user of the library and a biker.

7. Board Comments:

Board members comments focused on being excited about the plans, thanking Quinn Evans for their outstanding work and thanking people for attending the meeting.

Meeting adjourned by order of the chair at 7:08pm.

Respectfully,

Julia Pollister Amos, Secretary Elk Rapids District Library Board of Trustees

LibBdMin1.16.24specialapproved

**Elk Rapids District Library Board of Trustees  
Special Meeting  
January 18, 2024, 1:00pm  
Governmental Center at 315 Bridge Street, Elk Rapids, MI 49629**

Approved 2/8/24

1. Call to order: by Vice President Dick Hults at 1:05pm

Members present: Liz Atkinson, Dick Hults, Julia Pollister Amos, Mike Weber, Dan McAuliffe and Nancy Wonch

Members absent: Emily Petrovich and Tom Stephenson both excused

Also present, Director Pam Williams, AD and IT Aaron Hill

There were no people in the audience.

2. Approval of the agenda

**MOTION:** by Wonch/Atkinson to approve the agenda as presented.

Motion carried.

3. Public comment: none

Director Williams passed out the revised budget and explained the few changes.

4. **MOTION:** by Pollister Amos/Wonch that we go into closed session to discuss the purchase of real property.

**Roll Call:**

Pollister Amos: yes

Petrovich: absent

Hults: yes

Stephenson: absent

McAuliffe: yes

Weber: yes

Atkinson: yes

Wonch: yes

Motion carried 6-0 with 2 absent

Entered Closed Session at 1:10pm

Returned from Closed Session at 1:28pm

**MOTION:** by Atkinson/ Wonch to utilize our reserve fund balance up to \$450,000.00 to complete the purchase of the building located at 8980 Cairn Highway and to facilitate additional expenses that may be incurred during the process.

**Roll Call:**

Pollister Amos: yes

Hults: yes

Stephenson: absent  
Petrovich: absent  
McAuliffe: yes  
Weber: yes  
Wonch: yes  
Atkinson: yes  
Motion carried 6-0 with 2 absent

5. Public Comment none

6. Board Comments:

All are excited and glad to start the next start of the process to

Meeting adjourned by order of the chair at 1:30pm.

Respectfully,

Julia Pollister Amos, Secretary Elk Rapids District Library Board of Trustees

LibBdMin1.18.24specialapproved