

Milton Township Board
Tentative Agenda for Regular Meeting
August 12, 2024 7:00

7023 Cherry Ave, PO Box 309, Kewadin MI 49648

Phone: (231)264-6612

Website: miltontownship.org

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

Chris Weinzapfel – Supervisor

Brett Pharo – Trustee

Liz Atkinson – Treasurer

Joe Renis – Trustee

Janet Beebe – Clerk

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

- i. Approve Agenda as Presented
- ii. Approve Draft Minutes of the Board Meeting on July 8, 2024
- iii. Treasurer’s Report – provided in packet
- iv. 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. **Library Report** – Provided in packet
8. **Attorney’s Report**
9. **Supervisor’s Report**

- i. MMR contract – to be addressed in September

10. Unfinished Business

- i. Brettonwood Shores SAD – update
- ii. FOIA policy/ Public Summary – to be addressed in September.

11. New Business

- i. Parks & Recreation Committee update
- ii. Master Plan
- iii. Cyber Insurance
- iv. Election Update

13. Public Comment – same guidelines as above apply.

14. Board Comment

15. Scheduled Activities/ Future meetings

- i. Next board meeting is Monday, September 9, 2024 at 7:00

16. Adjournment

Draft
Milton Township
Meeting Minutes
July 8, 2024

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

Also present: Attorneys B. Derman, and many audience members

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

Consent Agenda:

1. Agenda
2. Draft minutes of board meeting on June 10, 2024
3. Treasurer's Report: Provided in Packet
4. Approval of bills

Motion to approve the Consent Agenda by Pharo/Atkinson

Roll call:

Atkinson: Yes

Renis: Yes

Atkinson: Yes

Pharo: Yes

Beebe: Yes

Motion carried 5-0.

Paddle Antrim: Deana Jerdee gave an update on the water trail.

Public Comment: K. Bargy on Election information. S. Hill on Torch River Road signs.

Sheriff's Report

As presented in the packet

Fire Department Report

Chief Ball couldn't make the meeting, but would like approval to go out for bids on a new pumper truck.

Motion by Pharo/Atkinson to allow Ball to request bids for this truck. **Motion carried 5-0.**

EMS Report

There is a report in the packet

Zoning Report

As presented in the packet

1. New rate sheet: Jackie Peterson reviewed surrounding townships' fees and presented new fee schedule for Milton Township. RV parking on property is unclear in ordinance. Fine will be removed until further investigation. **Motion** to approve the new rate sheet with the above correction by Atkinson/Renis. **Motion carried 5-0.**
2. Parcel combination: This is a request from Steve and Lori Montero. There are two parcels that are zoned differently. Monteros wish to install a car port that falls too close to the lot line as it is now. **Motion** to approve the parcel combination, after review by attorney by Pharo/Beebe. **Motion carried 5-0.**

Planning Report

The PC didn't meet in July, but will meet in August.

County Report

As presented by B. Hefferan

The county building update has been completed on time. Vacancy on Commission on Aging Board. The new public safety center will be on ballot in November.

Attorney's Report

As presented by B. Derman

Supervisor's Report

As presented by C. Weinzapfel

The signed agreement was received from the DNR regarding Waring Road improvements. MMR Contract in review.

Library Report

As presented in the packet

Unfinished Business

1. Brettonwood Shores SAD Update: Still in process with attorneys.
2. Fire Advisory Committee Progress Report: Update provided on what has been reviewed. **Motion** to continue researching cost, leasing of Station 2, and staffing by Atkinson/Beebe. **Motion carried 5-0.**
3. Torch River Road Sign Reconsideration: Weinzapfel followed up with road commission and was informed that they did not recommend the signs. **Motion** by Beebe/Pharo to reconsider the previous motion due to more information provided after the vote and refer this to the road commission. **Motion carried 5-0.**
4. FOIA Policy: Public Summary to review for approval next month.

New Business

1. Phones: Beebe received another proposal with references. The cost will be \$155.50/month through Utel USA. **Motion** to approve the bid from First Comm for five years by Atkinson/Weinzapfel.

Roll Call:

Atkinson: Yes

Beebe: Yes

Pharo: Yes

Renis: Yes

Weinzapfel: Yes

Motion carried 5-0.

Public Comment

Upcoming election information was discussed.

Board Comment:

None

Next meeting is Monday, August 12, 2024 at 7:00 pm.

Meeting adjourned by order of the chair at 7:54 pm.

These minutes are subject to approval at the August 12, 2024 meeting. A copy of these minutes are available at miltontownship.org

Respectfully submitted,
Janet Beebe, Clerk

GL NUMBER	DESCRIPTION	2024-25 ACTIVITY THRU 07/31/24	2024-25 APPROVED BUDGET
ESTIMATED REVENUES			
Dept 000			
101-000-402	CURRENT TAX COLLECT	11,168.26	421,191.32
101-000-407	DEL. TAX COLLECTION	2,899.47	
101-000-441	LOCAL COMM.STABILIZATION SHARE TA		200.00
101-000-445	PTAF 3% PENALTY		500.00
101-000-447	PTAF 1%	18,813.50	128,285.13
101-000-476	ZONING PERMITS	5,040.00	10,000.00
101-000-574	STATE SHARE REVENUE	78,866.00	259,923.00
101-000-607	LAND DIVISION & PUBLIC HEARINGS		500.00
101-000-645	CABLE TV FRANCHISE FEES	10,015.80	48,000.00
101-000-646	STAX COLLECTION FEE	5,370.75	5,500.00
101-000-665	INTEREST EARNED	10,481.81	20,000.00
101-000-666	INTEREST-CD	14,100.18	20,000.00
101-000-667	RENTALS- OLD TOWN HALL	1,000.00	1,000.00
101-000-668	ROYALTIES	261.35	1,500.00
101-000-669	LIBRARY MILLAGE	5,654.30	
101-000-670	TOWER LEASE	7,260.44	20,000.00
101-000-671	ROAD MILLAGE	7,763.15	292,784.00
101-000-672	AMBULANCE MILLAGE	8,428.49	317,869.00
101-000-673	SALE OF FIXED ASSET	3,900.00	1,000.00
101-000-674	MISC. REVENUE	183.00	500.00
101-000-676	REIMBURSEMENTS	90.00	
101-000-677	REIMB. ZONING	8.00	
101-000-678	REIMBURSEMENTS-ELECTION		2,000.00
101-000-679	SHORT TERM RENTAL ANNUAL FEE	1,400.00	5,000.00
Totals for dept 000 -		192,704.50	1,555,752.45
TOTAL ESTIMATED REVENUES		192,704.50	1,555,752.45

User: Liz

Fund: 101 GENERAL FUND

DB: Milton Township

Calculations as of 07/31/2024

GL NUMBER	DESCRIPTION	2024-25 ACTIVITY THRU 07/31/24	2024-25 APPROVED BUDGET
APPROPRIATIONS			
Dept 101 - TOWNSHIP BOARD			
101-101-702	SALARY-TOWNSHIP BOARD	3,476.64	12,500.00
101-101-703	SALARY-CLERICAL	660.00	1,850.00
101-101-704	FICA (SS/MED)	316.44	1,400.00
101-101-706	PENSION - VANGUARD	234.64	750.00
101-101-723	MEMBERSHIP	7,318.00	8,000.00
101-101-727	SUPPLIES	225.74	1,000.00
101-101-801	LEGAL FEES/PROF SERVICES	18,612.21	42,000.00
101-101-802	AUDIT/CONTRACTS	14,124.00	27,000.00
101-101-860	MILEAGE	28.81	
101-101-900	PUBLISHING	1,801.80	8,000.00
101-101-956	OTHER EXPENSE/TAX TRIBUNALS	48.62	1,500.00
Totals for dept 101 - TOWNSHIP BOARD		46,846.90	104,000.00
Dept 171 - SUPERVISOR			
101-171-702	SALARY-SUPERVISOR	11,258.36	31,942.73
101-171-704	FICA (SS/MED)	751.09	3,545.22
101-171-705	HEALTH INSURANCE	2,082.75	14,400.00
101-171-706	PENSION - VANGUARD	1,064.76	3,194.27
101-171-860	MILEAGE		100.00
101-171-960	EDUCATION/EQUIPMENT	148.90	4,000.00
Totals for dept 171 - SUPERVISOR		15,305.86	57,182.22
Dept 191 - ELECTION			
101-191-702	SALARY-ELECTION		16,000.00
101-191-704	FICA (SOCIAL SEC/MEDICARE)		1,224.00
101-191-727	SUPPLIES	1,390.00	5,000.00
101-191-801	LEGAL FEES/PROF SERVICES		500.00
101-191-860	MILEAGE	28.60	1,200.00
101-191-900	PUBLISHING	626.18	4,000.00
101-191-956	OTHER EXPENSE		1,000.00
101-191-960	EDUCATION	200.00	325.00
101-191-977	EQUIPMENT/SUPPLIES		4,000.00
Totals for dept 191 - ELECTION		2,244.78	33,249.00
Dept 209 - ASSESSOR			
101-209-702	SALARY-ASSESSOR	13,957.00	41,871.01
101-209-704	FICA (SOCIAL SEC/MEDICARE)	854.96	3,203.00
101-209-705	HEALTH INSURANCE	7,469.83	14,400.00
101-209-706	PENSION - VANGUARD	1,395.72	4,187.10
101-209-727	SUPPLIES	262.78	500.00
101-209-728	POSTAGE		2,000.00
101-209-801	LEGAL FEES/PROF SERVICES		5,000.00
101-209-802	DATA PROCES/CONTRAC	1,575.40	3,000.00
Totals for dept 209 - ASSESSOR		25,515.69	74,161.11
Dept 215 - CLERK			
101-215-702	SALARY-CLERK	11,355.40	34,066.18
101-215-703	SALARY DEPUTY	3,369.00	15,600.00
101-215-704	FICA (SOCIAL SEC/MEDICARE)	1,126.42	3,800.00
101-215-705	HEALTH INSURANCE		14,400.00
101-215-706	PENSION - VANGUARD	1,135.56	3,406.62
101-215-723	MEMBERSHIP	75.00	
101-215-727	SUPPLIES	394.03	1,000.00
101-215-802	CONTRACTS/DATA PROCESSING	500.00	500.00
101-215-860	MILEAGE	132.60	135.00
101-215-956	OTHER EXPENSE		200.00
101-215-960	EDUCATION	325.00	1,000.00
101-215-977	EQUIPMENT	1,726.54	1,000.00
Totals for dept 215 - CLERK		20,139.55	75,107.80
Dept 247 - BOARD OF REVIEW			
101-247-702	SALARY-BOARD OF REVIEW	1,637.50	3,000.00
101-247-704	FICA (SOCIAL SEC/MEDICARE)	125.26	229.50
101-247-727	SUPPLIES		200.00
101-247-860	MILEAGE		50.00
101-247-900	PUBLISHING	82.50	150.00
101-247-956	OTHER EXPENSE		150.00
Totals for dept 247 - BOARD OF REVIEW		1,845.26	3,779.50
Dept 253 - TREASURER			
101-253-702	SALARY-TREASURER	12,847.20	38,541.57
101-253-703	SALARY DEPUTY		12,480.00
101-253-704	FICA (SOCIAL SEC/MEDICARE)	1,251.78	4,710.99
101-253-705	HEALTH INSURANCE	3,516.24	10,560.00
101-253-706	PENSION - VANGUARD	1,284.72	3,854.16

Calculations as of 07/31/2024

GL NUMBER	DESCRIPTION	2024-25 ACTIVITY THRU 07/31/24	2024-25 APPROVED BUDGET
APPROPRIATIONS			
Dept 253 - TREASURER			
101-253-727	POSTAGE/SUPPLIES	1,735.65	4,000.00
101-253-802	DATA PROCESSING	1,801.97	7,000.00
101-253-860	MILEAGE		50.00
101-253-956	OTHER EXPENSE		100.00
101-253-960	EDUCATION		100.00
101-253-977	EQUIPMENT	1,624.95	500.00
Totals for dept 253 - TREASURER		24,062.51	81,896.72
Dept 265 - OLD TOWNSHIP HALL			
101-265-702	SALARY-OLD TOWN HALL	300.00	1,800.00
101-265-704	FICA (SOCIAL SEC/MEDICARE)	34.42	137.70
101-265-727	SUPPLIES	310.44	300.00
101-265-920	UTILITIES	965.19	3,200.00
101-265-930	REPAIR/MAINTENANCE	203.00	20,000.00
101-265-956	OTHER EXPENSE	400.00	
101-265-977	EQUIPMENT		2,500.00
Totals for dept 265 - OLD TOWNSHIP HALL		2,213.05	27,937.70
Dept 268 - TOWNSHIP OFFICE			
101-268-702	SALARY-TOWNSHIP OFFICE	8,042.64	11,000.00
101-268-704	FICA (SOCIAL SEC/MEDICARE)	603.82	865.00
101-268-727	SUPPLIES	1,539.95	5,000.00
101-268-802	CONTRACTS	2,838.58	7,000.00
101-268-850	PHONE/FAX	1,499.70	3,500.00
101-268-851	INTERNET/WEB HOST	799.95	2,500.00
101-268-920	UTILITIES	1,571.19	4,000.00
101-268-930	REPAIR/MAINTENANCE	2,335.61	4,500.00
101-268-956	OTHER EXPENSE	249.99	500.00
Totals for dept 268 - TOWNSHIP OFFICE		19,481.43	38,865.00
Dept 276 - CEMETERY			
101-276-702	SALARY-CEMETERY MAINT.	672.32	2,017.01
101-276-703	SALARY-CEMETERY SEXTON		1,670.00
101-276-704	FICA (SOCIAL SEC/MEDICARE)	51.44	282.06
101-276-727	SUPPLIES	153.06	250.00
101-276-801	LEGAL FEES/PROF SERVICES	1,930.50	5,500.00
101-276-920	UTILITIES	144.36	400.00
101-276-930	REPAIR/MAINTENANCE	346.81	4,000.00
101-276-956	OTHER EXPENSE	25.00	500.00
101-276-977	EQUIPMENT	624.99	
Totals for dept 276 - CEMETERY		3,948.48	14,619.07
Dept 410 - ZONING			
101-410-702	SALARY-ZONING	4,440.00	14,000.00
101-410-703	SALARY-PLANNING/ZBA	4,435.00	15,000.00
101-410-704	FICA (SOCIAL SEC/MEDICARE)	678.95	2,102.22
101-410-723	MAGAZINES/MEMBERSHIPS		50.00
101-410-727	SUPPLIES	483.23	500.00
101-410-801	LEGAL FEES	2,673.00	30,000.00
101-410-802	CONTRACTS/CONSULTANTS	13,767.29	30,000.00
101-410-860	MILEAGE	215.41	1,200.00
101-410-900	PUBLISHING	1,955.76	2,000.00
101-410-956	OTHER EXPENSE	500.00	200.00
101-410-960	EDUCATION	225.00	3,000.00
101-410-977	EQUIPMENT	1,126.85	500.00
Totals for dept 410 - ZONING		30,500.49	98,552.22
Dept 434 - AMBULANCE			
101-434-802	AMBULANCE	131,250.00	262,500.00
Totals for dept 434 - AMBULANCE		131,250.00	262,500.00
Dept 446 - ROADS			
101-446-930	ROADS	155,625.00	292,783.92
Totals for dept 446 - ROADS		155,625.00	292,783.92
Dept 448 - STREET & TRAFFIC LIGHTS			
101-448-920	UTILITIES	1,023.94	2,500.00
Totals for dept 448 - STREET & TRAFFIC LIGHTS		1,023.94	2,500.00
Dept 529 - RECYCLING/CLEAN UP DAYS			
101-529-802	CLEAN UP DAY	20,676.25	50,000.00
101-529-804	RECYCLING CENTER	1,429.95	6,000.00
Totals for dept 529 - RECYCLING/CLEAN UP DAYS		22,106.20	56,000.00
Dept 751 - ACCESSES			

Calculations as of 07/31/2024

GL NUMBER	DESCRIPTION	2024-25 ACTIVITY THRU 07/31/24	2024-25 APPROVED BUDGET
APPROPRIATIONS			
Dept 751 - ACCESSES			
101-751-702	SALARY-ACCESSES	767.00	2,301.01
101-751-704	FICA (SOCIAL SEC/MEDICARE)	58.67	177.00
101-751-727	SUPPLIES		200.00
101-751-801	LEGAL FEES/PROF SERVICES		2,000.00
101-751-930	REPAIR/MAINTENANCE	3,414.92	10,000.00
Totals for dept 751 - ACCESSES		<u>4,240.59</u>	<u>14,678.01</u>
Dept 752 - PARKS			
101-752-702	SALARY-PARKS	7,884.00	23,651.96
101-752-704	FICA (SOCIAL SEC/MEDICARE)	763.90	2,910.98
101-752-705	HEALTH INSURANCE	1,435.20	14,400.00
101-752-706	PENSION - VANGUARD	1,250.60	3,751.81
101-752-722	GAS ALLOWANCE	666.68	2,000.00
101-752-727	SUPPLIES	468.56	2,000.00
101-752-802	CONSULTANTS/PROF SERVICES		1,000.00
101-752-920	UTILITIES	998.87	5,000.00
101-752-930	REPAIR/MAINTENANCE	90,689.17	103,000.00
101-752-956	OTHER EXPENSE		5,000.00
101-752-971	CAPITAL OUTLAY		5,000.00
101-752-978	FIXED ASSETS	6,836.00	9,000.00
Totals for dept 752 - PARKS		<u>110,992.98</u>	<u>176,714.75</u>
Dept 790 - LIBRARY			
101-790-803	LIBRARY MILLAGE	5,654.30	
Totals for dept 790 - LIBRARY		<u>5,654.30</u>	
Dept 865 - INSURANCE			
101-865-910	LIABILITY INSURANCE	40,593.00	45,000.00
Totals for dept 865 - INSURANCE		<u>40,593.00</u>	<u>45,000.00</u>
Dept 970 - MISCELLANEOUS			
101-970-890	CONTINGENCY		25,000.00
Totals for dept 970 - MISCELLANEOUS			<u>25,000.00</u>
TOTAL APPROPRIATIONS		<u>663,590.01</u>	<u>1,484,527.02</u>
NET OF REVENUES/APPROPRIATIONS - FUND 101		<u>(470,885.51)</u>	<u>71,225.43</u>
BEGINNING FUND BALANCE		2,332,429.57	2,332,429.57
ENDING FUND BALANCE		1,861,544.06	2,403,655.00

JE #	Date	Description	Reference #	OFFSETTING GL	DEBIT	CREDIT
101-101-702 SALARY-TOWNSHIP BOARD						
Journal PR: Payroll						
14791	07/01/2024	JULY PAYROLL	1189	Multiple	586.66	
14791	07/01/2024	JULY PAYROLL	1189	Multiple	240.00	
Journal Totals					826.66	0.00
Totals for 101-101-702					826.66	0.00
Balance 07/01/24:				2,649.98		
Net Change:				826.66		
Balance 07/31/24:				3,476.64		
101-101-703 SALARY-CLERICAL						
Journal PR: Payroll						
14791	07/01/2024	JULY PAYROLL	1189	Multiple	110.00	
Journal Totals					110.00	0.00
Totals for 101-101-703					110.00	0.00
Balance 07/01/24:				550.00		
Net Change:				110.00		
Balance 07/31/24:				660.00		
101-101-704 FICA (SS/MED)						
Journal PR: Payroll						
14791	07/01/2024	JULY PAYROLL	1189	Multiple	53.29	
14791	07/01/2024	JULY PAYROLL	1189	Multiple	18.36	
Journal Totals					71.65	0.00
Totals for 101-101-704					71.65	0.00
Balance 07/01/24:				244.79		
Net Change:				71.65		
Balance 07/31/24:				316.44		
101-101-706 PENSION - VANGUARD						
Journal GJ: General Journal						
14962	07/31/2024	VANGUARD	1208	Multiple	29.33	
14962	07/31/2024	VANGUARD	1208	Multiple	29.33	
Journal Totals					58.66	0.00
Totals for 101-101-706					58.66	0.00
Balance 07/01/24:				175.98		
Net Change:				58.66		
Balance 07/31/24:				234.64		
101-101-727 SUPPLIES						
Journal AP: Accounts Payable						
14828	07/08/2024	LIZ ATKINSON	6-27-2024	Multiple	10.59	
Journal Totals					10.59	0.00
Totals for 101-101-727					10.59	0.00
Balance 07/01/24:				215.15		
Net Change:				10.59		
Balance 07/31/24:				225.74		
101-101-801 LEGAL FEES/PROF SERVICES						
Journal AP: Accounts Payable						
14827	07/08/2024	KCI	175937	Multiple	1,283.52	
14932	07/25/2024	William F. Derman Jr.	7-1-2024	Multiple	487.50	
14932	07/25/2024	William F. Derman Jr.	7-1-2024	Multiple	1,162.50	
Journal Totals					2,933.52	0.00
Totals for 101-101-801					2,933.52	0.00
Balance 07/01/24:				15,678.69		
Net Change:				2,933.52		
Balance 07/31/24:				18,612.21		
101-101-802 AUDIT/CONTRACTS						
Journal AP: Accounts Payable						

User: Liz
 DB: Milton Township

JE #	Date	Description	Reference #	OFFSETTING GL	DEBIT	CREDIT
101-101-802 AUDIT/CONTRACTS						
Journal AP: Accounts Payable						
14833	07/08/2024	SOUTH TORCH LAKE FIRE	24-0701	101-000-202	1,150.00	
14977	07/31/2024	Tobin & Co.	1000004858	101-000-202	2,500.00	
Journal Totals					3,650.00	0.00
Journal PR: Payroll						
14791	07/01/2024	JULY PAYROLL	1189	Multiple	158.00	
Journal Totals					158.00	0.00
Totals for 101-101-802					3,808.00	0.00
				Balance 07/01/24:	10,316.00	
				Net Change:	3,808.00	
				Balance 07/31/24:	14,124.00	
101-101-900 PUBLISHING						
Journal AP: Accounts Payable						
14821	07/08/2024	Elk Rapids News	7-2-2024	Multiple	429.00	
Journal Totals					429.00	0.00
Totals for 101-101-900					429.00	0.00
				Balance 07/01/24:	1,372.80	
				Net Change:	429.00	
				Balance 07/31/24:	1,801.80	
101-171-702 SALARY-SUPERVISOR						
Journal PR: Payroll						
14791	07/01/2024	JULY PAYROLL	1189	Multiple	2,661.89	
Journal Totals					2,661.89	0.00
Totals for 101-171-702					2,661.89	0.00
				Balance 07/01/24:	8,596.47	
				Net Change:	2,661.89	
				Balance 07/31/24:	11,258.36	
101-171-705 HEALTH INSURANCE						
Journal PR: Payroll						
14791	07/01/2024	JULY PAYROLL	1189	Multiple	250.35	
14791	07/01/2024	JULY PAYROLL	1189	Multiple	610.80	
Journal Totals					861.15	0.00
Totals for 101-171-705					861.15	0.00
				Balance 07/01/24:	1,221.60	
				Net Change:	861.15	
				Balance 07/31/24:	2,082.75	
101-171-706 PENSION - VANGUARD						
Journal GJ: General Journal						
14962	07/31/2024	VANGUARD	1208	Multiple	266.19	
Journal Totals					266.19	0.00
Totals for 101-171-706					266.19	0.00
				Balance 07/01/24:	798.57	
				Net Change:	266.19	
				Balance 07/31/24:	1,064.76	
101-191-727 SUPPLIES						
Journal AP: Accounts Payable						
14802	07/02/2024	LIZ ATKINSON	7-2-2024	Multiple	99.99	
14915	07/22/2024	ELECTION SOURCE	24-10876	101-000-202	72.16	
Journal Totals					172.15	0.00
Totals for 101-191-727					172.15	0.00
				Balance 07/01/24:	1,217.85	
				Net Change:	172.15	
				Balance 07/31/24:	1,390.00	

JE #	Date	Description	Reference #	OFFSETTING GL	DEBIT	CREDIT
101-209-702 SALARY-ASSESSOR						
Journal PR: Payroll						
14791	07/01/2024	JULY PAYROLL	1189	Multiple	3,489.25	
Journal Totals					3,489.25	0.00
Totals for 101-209-702					3,489.25	0.00
				Balance 07/01/24:	10,467.75	
				Net Change:	3,489.25	
				Balance 07/31/24:	13,957.00	
101-209-704 FICA (SOCIAL SEC/MEDICARE)						
Journal PR: Payroll						
14791	07/01/2024	JULY PAYROLL	1189	Multiple	210.55	
Journal Totals					210.55	0.00
Totals for 101-209-704					210.55	0.00
				Balance 07/01/24:	644.41	
				Net Change:	210.55	
				Balance 07/31/24:	854.96	
101-209-705 HEALTH INSURANCE						
Journal AP: Accounts Payable						
14914	07/22/2024	DELTA DENTAL	MBR0000233340	101-000-202	62.70	
14937	07/25/2024	Priority Health	241980020571	101-000-202	1,987.49	
Journal Totals					2,050.19	0.00
Journal PR: Payroll						
14791	07/01/2024	JULY PAYROLL	1189	Multiple		737.08
Journal Totals					0.00	737.08
Totals for 101-209-705					2,050.19	737.08
				Balance 07/01/24:	6,156.72	
				Net Change:	1,313.11	
				Balance 07/31/24:	7,469.83	
101-209-706 PENSION - VANGUARD						
Journal GJ: General Journal						
14962	07/31/2024	VANGUARD	1208	Multiple	348.93	
Journal Totals					348.93	0.00
Totals for 101-209-706					348.93	0.00
				Balance 07/01/24:	1,046.79	
				Net Change:	348.93	
				Balance 07/31/24:	1,395.72	
101-209-802 DATA PROCES/CONTRAC						
Journal AP: Accounts Payable						
14882	07/16/2024	Antrim County Treasurer	0000005819	101-000-202	119.85	
Journal Totals					119.85	0.00
Totals for 101-209-802					119.85	0.00
				Balance 07/01/24:	1,455.55	
				Net Change:	119.85	
				Balance 07/31/24:	1,575.40	
101-215-702 SALARY-CLERK						
Journal PR: Payroll						
14791	07/01/2024	JULY PAYROLL	1189	Multiple	2,838.85	
Journal Totals					2,838.85	0.00
Totals for 101-215-702					2,838.85	0.00
				Balance 07/01/24:	8,516.55	
				Net Change:	2,838.85	
				Balance 07/31/24:	11,355.40	

JE #	Date	Description	Reference #	OFFSETTING GL	DEBIT	CREDIT
101-215-703 SALARY DEPUTY						
Journal PR: Payroll						
14791	07/01/2024	JULY PAYROLL	1189	Multiple	885.00	
Journal Totals					885.00	0.00
Totals for 101-215-703					885.00	0.00
Balance 07/01/24:				2,484.00		
Net Change:				885.00		
Balance 07/31/24:				3,369.00		

101-215-704 FICA (SOCIAL SEC/MEDICARE)						
Journal PR: Payroll						
14791	07/01/2024	JULY PAYROLL	1189	Multiple	284.87	
Journal Totals					284.87	0.00
Totals for 101-215-704					284.87	0.00
Balance 07/01/24:				841.55		
Net Change:				284.87		
Balance 07/31/24:				1,126.42		

101-215-706 PENSION - VANGUARD						
Journal GJ: General Journal						
14962	07/31/2024	VANGUARD	1208	Multiple	283.89	
Journal Totals					283.89	0.00
Totals for 101-215-706					283.89	0.00
Balance 07/01/24:				851.67		
Net Change:				283.89		
Balance 07/31/24:				1,135.56		

101-215-727 SUPPLIES						
Journal AP: Accounts Payable						
14801	07/02/2024	JANET BEEBE	7-2-2024	Multiple	14.82	
14802	07/02/2024	LIZ ATKINSON	7-2-2024	Multiple	17.99	
Journal Totals					32.81	0.00
Totals for 101-215-727					32.81	0.00
Balance 07/01/24:				361.22		
Net Change:				32.81		
Balance 07/31/24:				394.03		

101-215-860 MILEAGE						
Journal AP: Accounts Payable						
14801	07/02/2024	JANET BEEBE	7-2-2024	Multiple	132.60	
Journal Totals					132.60	0.00
Totals for 101-215-860					132.60	0.00
Balance 07/01/24:				0.00		
Net Change:				132.60		
Balance 07/31/24:				132.60		

101-215-960 EDUCATION						
Journal AP: Accounts Payable						
14931	07/25/2024	Michigan Townships Association 336320		101-000-202	25.00	
Journal Totals					25.00	0.00
Totals for 101-215-960					25.00	0.00
Balance 07/01/24:				300.00		
Net Change:				25.00		
Balance 07/31/24:				325.00		

101-253-702 SALARY-TREASURER						
Journal PR: Payroll						
14791	07/01/2024	JULY PAYROLL	1189	Multiple	3,211.80	
Journal Totals					3,211.80	0.00

User: Liz

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

DB: Milton Township

TRANSACTIONS FROM 07/01/2024 TO 07/31/2024

JE #	Date	Description	Reference #	OFFSETTING GL	DEBIT	CREDIT
101-253-702 SALARY-TREASURER						
Totals for 101-253-702					3,211.80	0.00
		Balance 07/01/24:			9,635.40	
		Net Change:			3,211.80	
		Balance 07/31/24:			12,847.20	
101-253-704 FICA (SOCIAL SEC/MEDICARE)						
Journal PR: Payroll						
14791	07/01/2024	JULY PAYROLL	1189	Multiple	312.95	
Journal Totals					312.95	0.00
Totals for 101-253-704					312.95	0.00
		Balance 07/01/24:			938.83	
		Net Change:			312.95	
		Balance 07/31/24:			1,251.78	
101-253-705 HEALTH INSURANCE						
Journal PR: Payroll						
14791	07/01/2024	JULY PAYROLL	1189	Multiple	879.06	
Journal Totals					879.06	0.00
Totals for 101-253-705					879.06	0.00
		Balance 07/01/24:			2,637.18	
		Net Change:			879.06	
		Balance 07/31/24:			3,516.24	
101-253-706 PENSION - VANGUARD						
Journal GJ: General Journal						
14962	07/31/2024	VANGUARD	1208	Multiple	321.18	
Journal Totals					321.18	0.00
Totals for 101-253-706					321.18	0.00
		Balance 07/01/24:			963.54	
		Net Change:			321.18	
		Balance 07/31/24:			1,284.72	
101-253-802 DATA PROCESSING						
Journal AP: Accounts Payable						
14827	07/08/2024	KCI	175937	Multiple	870.97	
Journal Totals					870.97	0.00
Totals for 101-253-802					870.97	0.00
		Balance 07/01/24:			931.00	
		Net Change:			870.97	
		Balance 07/31/24:			1,801.97	
101-265-704 FICA (SOCIAL SEC/MEDICARE)						
Journal PR: Payroll						
14791	07/01/2024	JULY PAYROLL	1189	Multiple	11.47	
Journal Totals					11.47	0.00
Totals for 101-265-704					11.47	0.00
		Balance 07/01/24:			22.95	
		Net Change:			11.47	
		Balance 07/31/24:			34.42	
101-265-727 SUPPLIES						
Journal AP: Accounts Payable						
14824	07/08/2024	Gill-Roy's	2407-024761	Multiple	28.98	
Journal Totals					28.98	0.00

JE #	Date	Description	Reference #	OFFSETTING GL	DEBIT	CREDIT
101-265-727 SUPPLIES						
Totals for 101-265-727					28.98	0.00
		Balance 07/01/24:			281.46	
		Net Change:			28.98	
		Balance 07/31/24:			310.44	
101-265-920 UTILITIES						
Journal AP: Accounts Payable						
14800	07/02/2024	DTE Energy	7-2-2024	Multiple	61.20	
14837	07/08/2024	VILLAGE OF ELK RAPIDS	7-2024	Multiple	54.15	
14887	07/16/2024	Consumers Energy	7-16-2024	Multiple	49.31	
Journal Totals					164.66	0.00
Totals for 101-265-920					164.66	0.00
		Balance 07/01/24:			800.53	
		Net Change:			164.66	
		Balance 07/31/24:			965.19	
101-265-930 REPAIR/MAINTENANCE						
Journal AP: Accounts Payable						
14892	07/16/2024	K&K Heating and Cooling	35544005	101-000-202	185.00	
Journal Totals					185.00	0.00
Totals for 101-265-930					185.00	0.00
		Balance 07/01/24:			18.00	
		Net Change:			185.00	
		Balance 07/31/24:			203.00	
101-268-702 SALARY-TOWNSHIP OFFICE						
Journal PR: Payroll						
14791	07/01/2024	JULY PAYROLL	1189	Multiple	1,440.00	
14791	07/01/2024	JULY PAYROLL	1189	Multiple	410.66	
14791	07/01/2024	JULY PAYROLL	1189	Multiple	150.00	
Journal Totals					2,000.66	0.00
Totals for 101-268-702					2,000.66	0.00
		Balance 07/01/24:			6,041.98	
		Net Change:			2,000.66	
		Balance 07/31/24:			8,042.64	
101-268-704 FICA (SOCIAL SEC/MEDICARE)						
Journal PR: Payroll						
14791	07/01/2024	JULY PAYROLL	1189	Multiple	31.42	
14791	07/01/2024	JULY PAYROLL	1189	Multiple	110.16	
Journal Totals					141.58	0.00
Totals for 101-268-704					141.58	0.00
		Balance 07/01/24:			462.24	
		Net Change:			141.58	
		Balance 07/31/24:			603.82	
101-268-727 SUPPLIES						
Journal AP: Accounts Payable						
14828	07/08/2024	LIZ ATKINSON	6-27-2024	Multiple	26.45	
14834	07/08/2024	STAPLES	6005303026	101-000-202	80.46	
14975	07/31/2024	STAPLES	7001512282	Multiple	247.83	
Journal Totals					354.74	0.00
Totals for 101-268-727					354.74	0.00
		Balance 07/01/24:			1,185.21	
		Net Change:			354.74	
		Balance 07/31/24:			1,539.95	
101-268-802 CONTRACTS						
Journal AP: Accounts Payable						
14823	07/08/2024	GFL ENVIRONMENTAL	0066438425	101-000-202	126.54	

ACTIVITY BY GL/JOURNAL REPORT
FROM 101-101-702 TO 101-970-977
TRANSACTIONS FROM 07/01/2024 TO 07/31/2024

JE #	Date	Description	Reference #	OFFSETTING GL	DEBIT	CREDIT
101-268-802 CONTRACTS						
Journal AP: Accounts Payable						
14825	07/08/2024	Great Lakes Business Systems	SC102862	101-000-202	129.87	
14836	07/08/2024	VC3 INC	156873	Multiple	8.30	
14836	07/08/2024	VC3 INC	156873	Multiple	50.00	
14836	07/08/2024	VC3 INC	156873	Multiple	6.00	
14884	07/16/2024	CANON FINANCIAL SERVICES	33620429	101-000-202	68.69	
14893	07/16/2024	VC3 INC	INV9397VC3	101-000-202	1,400.00	
Journal Totals					1,789.40	0.00
Totals for 101-268-802					1,789.40	0.00
Balance 07/01/24:				1,049.18		
Net Change:				1,789.40		
Balance 07/31/24:				2,838.58		

101-268-850 PHONE/FAX						
Journal AP: Accounts Payable						
14886	07/16/2024	CHARTER COMMUNICATIONS	005307301070724	Multiple	299.94	
Journal Totals					299.94	0.00
Totals for 101-268-850					299.94	0.00
Balance 07/01/24:				1,199.76		
Net Change:				299.94		
Balance 07/31/24:				1,499.70		

101-268-851 INTERNET/WEB HOST						
Journal AP: Accounts Payable						
14886	07/16/2024	CHARTER COMMUNICATIONS	005307301070724	Multiple	129.99	
Journal Totals					129.99	0.00
Totals for 101-268-851					129.99	0.00
Balance 07/01/24:				669.96		
Net Change:				129.99		
Balance 07/31/24:				799.95		

101-268-920 UTILITIES						
Journal AP: Accounts Payable						
14800	07/02/2024	DTE Energy	7-2-2024	Multiple	57.05	
14887	07/16/2024	Consumers Energy	7-16-2024	Multiple	201.94	
Journal Totals					258.99	0.00
Totals for 101-268-920					258.99	0.00
Balance 07/01/24:				1,312.20		
Net Change:				258.99		
Balance 07/31/24:				1,571.19		

101-268-930 REPAIR/MAINTENANCE						
Journal AP: Accounts Payable						
14891	07/16/2024	K&K Heating and Cooling	37805741	101-000-202	468.00	
Journal Totals					468.00	0.00
Totals for 101-268-930					468.00	0.00
Balance 07/01/24:				1,867.61		
Net Change:				468.00		
Balance 07/31/24:				2,335.61		

101-276-702 SALARY-CEMETERY MAINT.						
Journal PR: Payroll						
14791	07/01/2024	JULY PAYROLL	1189	Multiple	168.08	
Journal Totals					168.08	0.00
Totals for 101-276-702					168.08	0.00
Balance 07/01/24:				504.24		
Net Change:				168.08		
Balance 07/31/24:				672.32		

JE #	Date	Description	Reference #	OFFSETTING GL	DEBIT	CREDIT
101-276-704 FICA (SOCIAL SEC/MEDICARE)						
Journal PR: Payroll						
14791	07/01/2024	JULY PAYROLL	1189	Multiple	12.86	
Journal Totals					12.86	0.00
Totals for 101-276-704					12.86	0.00
Balance 07/01/24:				38.58		
Net Change:				12.86		
Balance 07/31/24:				51.44		

101-276-727 SUPPLIES						
Journal AP: Accounts Payable						
14801	07/02/2024	JANET BEEBE	7-2-2024	Multiple	0.75	
Journal Totals					0.75	0.00
Totals for 101-276-727					0.75	0.00
Balance 07/01/24:				152.31		
Net Change:				0.75		
Balance 07/31/24:				153.06		

101-276-920 UTILITIES						
Journal AP: Accounts Payable						
14887	07/16/2024	Consumers Energy	7-16-2024	Multiple	28.94	
Journal Totals					28.94	0.00
Totals for 101-276-920					28.94	0.00
Balance 07/01/24:				115.42		
Net Change:				28.94		
Balance 07/31/24:				144.36		

101-410-702 SALARY-ZONING						
Journal PR: Payroll						
14791	07/01/2024	JULY PAYROLL	1189	Multiple	792.00	
Journal Totals					792.00	0.00
Totals for 101-410-702					792.00	0.00
Balance 07/01/24:				3,648.00		
Net Change:				792.00		
Balance 07/31/24:				4,440.00		

101-410-703 SALARY-PLANNING/ZBA						
Journal PR: Payroll						
14791	07/01/2024	JULY PAYROLL	1189	Multiple	875.00	
Journal Totals					875.00	0.00
Totals for 101-410-703					875.00	0.00
Balance 07/01/24:				3,560.00		
Net Change:				875.00		
Balance 07/31/24:				4,435.00		

101-410-704 FICA (SOCIAL SEC/MEDICARE)						
Journal PR: Payroll						
14791	07/01/2024	JULY PAYROLL	1189	Multiple	127.51	
Journal Totals					127.51	0.00
Totals for 101-410-704					127.51	0.00
Balance 07/01/24:				551.44		
Net Change:				127.51		
Balance 07/31/24:				678.95		

101-410-727 SUPPLIES						
Journal AP: Accounts Payable						
14883	07/16/2024	BECKETT & RAEDER	2024556	Multiple	273.35	
Journal Totals					273.35	0.00

JE #	Date	Description	Reference #	OFFSETTING GL	DEBIT	CREDIT
101-410-727 SUPPLIES						
Totals for 101-410-727					273.35	0.00
		Balance 07/01/24:		209.88		
		Net Change:		273.35		
		Balance 07/31/24:		483.23		
101-410-801 LEGAL FEES						
Journal AP: Accounts Payable						
14803	07/02/2024	PEZZETTI, VERMETTEN & POPOVITS 7-2024		Multiple	255.50	
14803	07/02/2024	PEZZETTI, VERMETTEN & POPOVITS 7-2024		Multiple	365.00	
Journal Totals					620.50	0.00
Totals for 101-410-801					620.50	0.00
		Balance 07/01/24:		2,052.50		
		Net Change:		620.50		
		Balance 07/31/24:		2,673.00		
101-410-802 CONTRACTS/CONSULTANTS						
Journal AP: Accounts Payable						
14798	07/02/2024	BECKETT & RAEDER	2023909	Multiple	420.00	
14798	07/02/2024	BECKETT & RAEDER	2023909	Multiple	1,452.50	
14798	07/02/2024	BECKETT & RAEDER	2023909	Multiple	98.25	
14883	07/16/2024	BECKETT & RAEDER	2024556	Multiple	183.75	
14883	07/16/2024	BECKETT & RAEDER	2024556	Multiple	33.50	
14883	07/16/2024	BECKETT & RAEDER	2024556	Multiple	2,761.25	
14883	07/16/2024	BECKETT & RAEDER	2024556	Multiple	1,872.10	
Journal Totals					6,821.35	0.00
Totals for 101-410-802					6,821.35	0.00
		Balance 07/01/24:		6,945.94		
		Net Change:		6,821.35		
		Balance 07/31/24:		13,767.29		
101-410-900 PUBLISHING						
Journal AP: Accounts Payable						
14821	07/08/2024	Elk Rapids News	7-2-2024	Multiple	99.00	
Journal Totals					99.00	0.00
Totals for 101-410-900					99.00	0.00
		Balance 07/01/24:		1,856.76		
		Net Change:		99.00		
		Balance 07/31/24:		1,955.76		
101-410-956 OTHER EXPENSE						
Journal AP: Accounts Payable						
14820	07/08/2024	DEBORAH GMEINER	7-2024	101-000-202	500.00	
Journal Totals					500.00	0.00
Totals for 101-410-956					500.00	0.00
		Balance 07/01/24:		0.00		
		Net Change:		500.00		
		Balance 07/31/24:		500.00		
101-448-920 UTILITIES						
Journal AP: Accounts Payable						
14819	07/08/2024	Consumers Energy	7-8-2024	Multiple	26.75	
14819	07/08/2024	Consumers Energy	7-8-2024	Multiple	138.11	
14890	07/16/2024	Great Lakes Energy	7-16-2024	101-000-202	13.50	
14918	07/22/2024	Great Lakes Energy	7-22-2024	Multiple	14.00	
14918	07/22/2024	Great Lakes Energy	7-22-2024	Multiple	13.50	
14918	07/22/2024	Great Lakes Energy	7-22-2024	Multiple	13.50	
14918	07/22/2024	Great Lakes Energy	7-22-2024	Multiple	14.00	
14918	07/22/2024	Great Lakes Energy	7-22-2024	Multiple	14.00	
Journal Totals					247.36	0.00

User: Liz
 DB: Milton Township

JE #	Date	Description	Reference #	OFFSETTING GL	DEBIT	CREDIT
101-448-920 UTILITIES						
Totals for 101-448-920					247.36	0.00
		Balance 07/01/24:			776.58	
		Net Change:			247.36	
		Balance 07/31/24:			1,023.94	

101-529-804 RECYCLING CENTER						
Journal AP: Accounts Payable						
14885	07/16/2024	CHARTER COMMUNICATIONS	005308101070724	101-000-202	109.99	
Journal Totals					109.99	0.00
Totals for 101-529-804					109.99	0.00
		Balance 07/01/24:			1,319.96	
		Net Change:			109.99	
		Balance 07/31/24:			1,429.95	

101-751-702 SALARY-ACCESSES						
Journal PR: Payroll						
14791	07/01/2024	JULY PAYROLL	1189	Multiple	191.75	
Journal Totals					191.75	0.00
Totals for 101-751-702					191.75	0.00
		Balance 07/01/24:			575.25	
		Net Change:			191.75	
		Balance 07/31/24:			767.00	

101-751-704 FICA (SOCIAL SEC/MEDICARE)						
Journal PR: Payroll						
14791	07/01/2024	JULY PAYROLL	1189	Multiple	14.67	
Journal Totals					14.67	0.00
Totals for 101-751-704					14.67	0.00
		Balance 07/01/24:			44.00	
		Net Change:			14.67	
		Balance 07/31/24:			58.67	

101-752-702 SALARY-PARKS						
Journal PR: Payroll						
14791	07/01/2024	JULY PAYROLL	1189	Multiple	1,971.00	
Journal Totals					1,971.00	0.00
Totals for 101-752-702					1,971.00	0.00
		Balance 07/01/24:			5,913.00	
		Net Change:			1,971.00	
		Balance 07/31/24:			7,884.00	

101-752-704 FICA (SOCIAL SEC/MEDICARE)						
Journal PR: Payroll						
14791	07/01/2024	JULY PAYROLL	1189	Multiple	190.98	
Journal Totals					190.98	0.00
Totals for 101-752-704					190.98	0.00
		Balance 07/01/24:			572.92	
		Net Change:			190.98	
		Balance 07/31/24:			763.90	

101-752-705 HEALTH INSURANCE						
Journal PR: Payroll						
14791	07/01/2024	JULY PAYROLL	1189	Multiple	358.80	
Journal Totals					358.80	0.00

User: Liz

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

DB: Milton Township

TRANSACTIONS FROM 07/01/2024 TO 07/31/2024

JE #	Date	Description	Reference #	OFFSETTING GL	DEBIT	CREDIT
101-752-705 HEALTH INSURANCE						
Totals for 101-752-705					358.80	0.00
		Balance 07/01/24:			1,076.40	
		Net Change:			358.80	
		Balance 07/31/24:			1,435.20	
101-752-706 PENSION - VANGUARD						
Journal GJ: General Journal						
14962	07/31/2024	VANGUARD	1208	Multiple	312.65	
Journal Totals					312.65	0.00
Totals for 101-752-706					312.65	0.00
		Balance 07/01/24:			937.95	
		Net Change:			312.65	
		Balance 07/31/24:			1,250.60	
101-752-722 GAS ALLOWANCE						
Journal PR: Payroll						
14791	07/01/2024	JULY PAYROLL	1189	Multiple	166.67	
Journal Totals					166.67	0.00
Totals for 101-752-722					166.67	0.00
		Balance 07/01/24:			500.01	
		Net Change:			166.67	
		Balance 07/31/24:			666.68	
101-752-727 SUPPLIES						
Journal AP: Accounts Payable						
14824	07/08/2024	Gill-Roy's	2407-024761	Multiple	6.99	
Journal Totals					6.99	0.00
Totals for 101-752-727					6.99	0.00
		Balance 07/01/24:			461.57	
		Net Change:			6.99	
		Balance 07/31/24:			468.56	
101-752-920 UTILITIES						
Journal AP: Accounts Payable						
14837	07/08/2024	VILLAGE OF ELK RAPIDS	7-2024	Multiple	54.15	
14887	07/16/2024	Consumers Energy	7-16-2024	Multiple	28.94	
14887	07/16/2024	Consumers Energy	7-16-2024	Multiple	350.49	
14887	07/16/2024	Consumers Energy	7-16-2024	Multiple	26.36	
Journal Totals					459.94	0.00
Totals for 101-752-920					459.94	0.00
		Balance 07/01/24:			538.93	
		Net Change:			459.94	
		Balance 07/31/24:			998.87	
101-752-930 REPAIR/MAINTENANCE						
Journal AP: Accounts Payable						
14818	07/08/2024	Alden Lumber Co.	7-8-2024	101-000-202	75.78	
14916	07/22/2024	Gmoser's Septic Service	408893	Multiple	300.00	
14916	07/22/2024	Gmoser's Septic Service	408893	Multiple	95.00	
14917	07/22/2024	Gmoser's Septic Service	408894	101-000-202	820.00	
14976	07/31/2024	Steuer Excavating, Inc.	24-133	101-000-202	2,862.50	
Journal Totals					4,153.28	0.00
Totals for 101-752-930					4,153.28	0.00
		Balance 07/01/24:			86,535.89	
		Net Change:			4,153.28	
		Balance 07/31/24:			90,689.17	

101-865-910 LIABILITY INSURANCE

Journal AP: Accounts Payable

14930	07/25/2024	Accident Fund Insurance Co.	1001415566	Multiple	2,137.00	
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ACTIVITY BY GL/JOURNAL REPORT
FROM 101-101-702 TO 101-970-977
TRANSACTIONS FROM 07/01/2024 TO 07/31/2024

JE #	Date	Description	Reference #	OFFSETTING GL	DEBIT	CREDIT
		101-865-910 LIABILITY INSURANCE				
		Journal AP: Accounts Payable				
Journal Totals					2,137.00	0.00
Totals for 101-865-910					2,137.00	0.00
		Balance 07/01/24:		38,456.00		
		Net Change:		2,137.00		
		Balance 07/31/24:		40,593.00		

Calculations as of 07/31/2024

GL NUMBER	DESCRIPTION	2024-25 ACTIVITY THRU 07/31/24	2024-25 APPROVED BUDGET
ESTIMATED REVENUES			
Dept 000			
206-000-402	CURRENT TAX COLLECT	9,173.96	339,888.92
206-000-665	INTEREST EARNED	5,968.91	
206-000-671	FIRE GRANT AWARDS	6,674.21	
206-000-674	MISC REVENUE	30.00	
Totals for dept 000 -		<u>21,847.08</u>	<u>339,888.92</u>
TOTAL ESTIMATED REVENUES		<u>21,847.08</u>	<u>339,888.92</u>

Calculations as of 07/31/2024

GL NUMBER	DESCRIPTION	2024-25 ACTIVITY THRU 07/31/24	2024-25 APPROVED BUDGET
APPROPRIATIONS			
Dept 336 - FIRE EXPENSES			
206-336-702	SALARY	15,167.74	78,000.00
206-336-703	SALARY-FIRE CHIEF	5,000.00	20,000.00
206-336-704	SOC.SECURITY/MEDICARE	1,660.64	7,856.55
206-336-705	SALARY - MAINT.	1,540.08	4,700.00
206-336-723	MEMBERSHIP	894.98	6,500.00
206-336-727	SUPPLIES	4,390.31	12,000.00
206-336-729	APPARATUS FUEL	1,362.35	5,000.00
206-336-801	LEGAL FEES/PROF SERVICES	2,150.49	7,250.00
206-336-802	SERVICE CONTRACTS	173.39	1,000.00
206-336-850	PHONE/INTERNET	849.85	4,000.00
206-336-860	MILEAGE		1,000.00
206-336-890	CONTINGENCY		1,000.00
206-336-900	PUBLISHING		1,000.00
206-336-910	INSURANCE	7,034.00	3,000.00
206-336-920	UTILITIES	3,947.84	8,000.00
206-336-930	REPAIR/MAINTENANCE	8,468.54	60,000.00
206-336-955	GRANT PROJECT	18,357.44	
206-336-956	PHYSICALS	4,330.70	7,500.00
206-336-957	UNIFORMS		1,500.00
206-336-959	MISC. EXPENSE	245.11	2,000.00
206-336-960	EDUCATION		3,000.00
206-336-971	CAPITAL OUTLAY		54,582.37
206-336-976	BUILDING/GROUNDS	10,512.52	30,000.00
206-336-977	EQUIPMENT	8,748.78	15,000.00
Totals for dept 336 - FIRE EXPENSES		94,834.76	333,888.92
Dept 862 - EMPLOYER EXPENSE			
206-862-714	MERS RETIREMENT EXPENSE		6,000.00
Totals for dept 862 - EMPLOYER EXPENSE			6,000.00
TOTAL APPROPRIATIONS		94,834.76	339,888.92
NET OF REVENUES/APPROPRIATIONS - FUND 206		(72,987.68)	
BEGINNING FUND BALANCE		948,849.89	948,849.89
ENDING FUND BALANCE		875,862.21	948,849.89

JE #	Date	Description	Reference #	OFFSETTING GL	DEBIT	CREDIT
206-336-704 SOC.SECURITY/MEDICARE						
Journal PR: Payroll						
14791	07/01/2024	JULY PAYROLL	1189	Multiple	29.45	
Journal Totals					29.45	0.00
Totals for 206-336-704					29.45	0.00
Balance 07/01/24:				1,631.19		
Net Change:				29.45		
Balance 07/31/24:				1,660.64		
206-336-705 SALARY - MAINT.						
Journal PR: Payroll						
14791	07/01/2024	JULY PAYROLL	1189	Multiple	385.02	
Journal Totals					385.02	0.00
Totals for 206-336-705					385.02	0.00
Balance 07/01/24:				1,155.06		
Net Change:				385.02		
Balance 07/31/24:				1,540.08		
206-336-723 MEMBERSHIP						
Journal AP: Accounts Payable						
14970	07/31/2024	Jeremy Ball	7-31-2024	206-000-202	69.99	
Journal Totals					69.99	0.00
Totals for 206-336-723					69.99	0.00
Balance 07/01/24:				824.99		
Net Change:				69.99		
Balance 07/31/24:				894.98		
206-336-727 SUPPLIES						
Journal AP: Accounts Payable						
14799	07/02/2024	CARDIO PARTNERS	INV3424407	206-000-202	311.90	
14826	07/08/2024	Jeremy Ball	7-8-2024	Multiple	16.95	
14835	07/08/2024	ULINE	178702848	206-000-202	147.00	
14973	07/31/2024	PRO IMAGE DESIGN, INC.	241468	206-000-202	80.02	
14975	07/31/2024	STAPLES	7001512282	Multiple	58.49	
Journal Totals					614.36	0.00
Totals for 206-336-727					614.36	0.00
Balance 07/01/24:				3,775.95		
Net Change:				614.36		
Balance 07/31/24:				4,390.31		
206-336-729 APPARATUS FUEL						
Journal AP: Accounts Payable						
14822	07/08/2024	FUELMAN	NP66725225	206-000-202	336.87	
Journal Totals					336.87	0.00
Totals for 206-336-729					336.87	0.00
Balance 07/01/24:				1,025.48		
Net Change:				336.87		
Balance 07/31/24:				1,362.35		
206-336-801 LEGAL FEES/PROF SERVICES						
Journal AP: Accounts Payable						
14889	07/16/2024	Great Lakes Business Systems	SC102890	206-000-202	119.50	
14978	07/31/2024	WADE TRIM, INC.	3034438	206-000-202	1,911.99	
Journal Totals					2,031.49	0.00
Totals for 206-336-801					2,031.49	0.00
Balance 07/01/24:				119.00		
Net Change:				2,031.49		
Balance 07/31/24:				2,150.49		
206-336-850 PHONE/INTERNET						
Journal AP: Accounts Payable						

JE #	Date	Description	Reference #	OFFSETTING GL	DEBIT	CREDIT
206-336-850 PHONE/INTERNET						
Journal AP: Accounts Payable						
14967	07/31/2024	CHARTER COMMUNICATIONS	005307501072224	206-000-202	169.97	
Journal Totals					169.97	0.00
Totals for 206-336-850					169.97	0.00

Balance 07/01/24: 679.88
 Net Change: 169.97
 Balance 07/31/24: 849.85

206-336-910 INSURANCE						
Journal AP: Accounts Payable						
14930	07/25/2024	Accident Fund Insurance Co.	1001415566	Multiple	4,826.00	
Journal Totals					4,826.00	0.00
Totals for 206-336-910					4,826.00	0.00

Balance 07/01/24: 2,208.00
 Net Change: 4,826.00
 Balance 07/31/24: 7,034.00

206-336-920 UTILITIES						
Journal AP: Accounts Payable						
14800	07/02/2024	DTE Energy	7-2-2024	Multiple	58.08	
14887	07/16/2024	Consumers Energy	7-16-2024	Multiple	141.67	
14887	07/16/2024	Consumers Energy	7-16-2024	Multiple	126.06	
14888	07/16/2024	Crystal Flash	859642	206-000-202	700.53	
Journal Totals					1,026.34	0.00
Totals for 206-336-920					1,026.34	0.00

Balance 07/01/24: 2,921.50
 Net Change: 1,026.34
 Balance 07/31/24: 3,947.84

206-336-930 REPAIR/MAINTENANCE						
Journal AP: Accounts Payable						
14830	07/08/2024	NATIONAL HOSE TESTING SPECIALT	31006	206-000-202	5,076.00	
14968	07/31/2024	FICK & SONS DIESEL GARAGE	33324466	206-000-202	380.18	
14971	07/31/2024	NATIONAL HOSE TESTING SPECIALT	01639	206-000-202	606.00	
14972	07/31/2024	OTEC COMMUNICATION SYSTEMS	78311	206-000-202	160.00	
Journal Totals					6,222.18	0.00
Totals for 206-336-930					6,222.18	0.00

Balance 07/01/24: 2,246.36
 Net Change: 6,222.18
 Balance 07/31/24: 8,468.54

206-336-959 MISC. EXPENSE						
Journal AP: Accounts Payable						
14826	07/08/2024	Jeremy Ball	7-8-2024	Multiple	31.77	
14969	07/31/2024	Jeremy Ball	7-31-2024	206-000-202	145.20	
Journal Totals					176.97	0.00
Totals for 206-336-959					176.97	0.00

Balance 07/01/24: 68.14
 Net Change: 176.97
 Balance 07/31/24: 245.11

206-336 976 BUILDING/GROUNDS						
Journal AP: Accounts Payable						
14804	07/02/2024	VC3 INC	INV8960VC3	206-000-202	1,332.00	
14832	07/08/2024	PARALLEL PLUMBING SERVICES	7449	206-000-202	85.92	
14966	07/31/2024	Allen Supply	43744	206-000-202	704.60	
Journal Totals					2,122.52	0.00

ACTIVITY BY GL/JOURNAL REPORT
 FROM 206-336-702 TO 206-862-715
 TRANSACTIONS FROM 07/01/2024 TO 07/31/2024

JE #	Date	Description	Reference #	OFFSETTING GL	DEBIT	CREDIT
206-336-976 BUILDING/GROUNDS						
Totals for 206-336-976					2,122.52	0.00
Balance 07/01/24:				8,390.00		
Net Change:				2,122.52		
Balance 07/31/24:				10,512.52		

206-336-977 EQUIPMENT

Journal AP: Accounts Payable

14805	07/02/2024	W.S. DARLEY & CO	17531425	206-000-202	1,625.65	
14829	07/08/2024	MUNICIPAL EMERGENCY SERVICES	IN2077665	206-000-202	979.00	
14838	07/08/2024	WEST SHORE FIRE, INC.	32980	206-000-202	1,575.03	
14974	07/31/2024	ROY'S GENERAL STORE	85327	206-000-202	880.98	
14979	07/31/2024	WEST SHORE FIRE, INC.	33091	206-000-202	931.72	

Journal Totals

Totals for 206-336-977					5,992.38	0.00
Balance 07/01/24:				2,756.40		
Net Change:				5,992.38		
Balance 07/31/24:				8,748.78		

CHECK DISBURSEMENT REPORT FOR MILTON TOWNSHIP
 CHECK DATE FROM 07/09/2024 - 08/09/2024

Check Date	Bank	Check #	Payee	Description	Account	Dept	Amount
Fund: 101 GENERAL FUND							
07/16/2024	GEN	33922	Antrim County Treasurer	COMPUTER SERVICES CONTRACT	802	209	119.85
07/16/2024	GEN	33923	BECKETT & RAEDER	PRINTING FOR OPEN HOUSE ZONING ADMINISTRATION - GMEINER ZONING ADMINISTRATION - PEARSAALL MASTER PLAN/ OPEN HOUSE ZONING ADMINISTRATION	727 802 802 802 802	410 410 410 410 410	273.35 183.75 33.50 2,761.25 1,872.10
CHECK GEN 33923 TOTAL FOR FUND 101: 5,123.95							
07/16/2024	GEN	33924	CANON FINANCIAL SERVICES	CONTRACTS - TOWNSHIP COPIER	802	268	68.69
07/16/2024	GEN	33925#	CHARTER COMMUNICATIONS	PHONE/FAX INTERNET/WEB HOST RECYCLING CENTER	850 851 804	268 268 529	299.94 129.99 109.99
CHECK GEN 33925 TOTAL FOR FUND 101: 539.92							
07/16/2024	GEN	33926*#	Consumers Energy	ACCT 100004952345/ 7268 CAIRN ACCT 100004952444/ 7023 CHERRY ACCT 100004952642/ 13230 HICKIN ACCT 103036595975/7263 CAIRN ACCT 100052864327/ 13475 INDIAN RD ACCT 100004952725/ 13455 INDIAN RD	920 920 920 920 920 920	265 268 276 752 752 752	49.31 201.94 28.94 26.36 28.94 350.49
CHECK GEN 33926 TOTAL FOR FUND 101: 685.98							
07/16/2024	GEN	33929	Great Lakes Energy	ACCT 83210002 - US 31 & QUARTERLINE	920	448	13.50
07/16/2024	GEN	33930#	K&K Heating and Cooling	OLD TOWN HALL FURNACE TUNEUP	930	265	185.00
MINISPLIT MAINTENANCE							
CHECK GEN 33930 TOTAL FOR FUND 101: 468.00							
07/16/2024	GEN	33931	VC3 INC	MERGING DATA ON NEW COMPUTERS	802	268	1,400.00
07/22/2024	GEN	33932	DELTA DENTAL	DENTAL INSURANCE	705	209	62.70
07/22/2024	GEN	33933	ELECTION SOURCE	SUPPLIES - REGISTRATION & MASTERCARDS	727	191	72.16
07/22/2024	GEN	33934	Gmoser's Septic Service	PORTABLES - TOWNSHIP PARK	930	752	300.00

CHECK DISBURSEMENT REPORT FOR MILTON TOWNSHIP
 CHECK DATE FROM 07/09/2024 - 08/09/2024

Check Date Bank Check # Payee

Description

Account Dept

Amount

Fund: 101 GENERAL FUND

PORTABLES - MAPLEHURST 930 752 95.00
 PORTABLES - TORCHEST JULY 4 930 752 820.00
 CHECK GEN 33934 TOTAL FOR FUND 101: 1,215.00

ACCT. 83210001 - CAIRN & US31 920 448 14.00
 ACCT. 83210005 - ODELL & US31 920 448 13.50
 ACCT. 83210003 - CAMPBELL & US31 920 448 13.50
 ACCT. 83210004 - WINTERS & US31 920 448 14.00
 ACCT. 83210006 - ERICKSON & US31 920 448 14.00
 CHECK GEN 33935 TOTAL FOR FUND 101: 69.00

07/22/2024 GEN 33935 Great Lakes Energy 910 865 2,137.00

LIABILITY INSURANCE

EDUCATION - POLICY WEBINAR 960 215 25.00

07/25/2024 GEN 33936*# Accident Fund Insurance Co. 910 865 2,137.00

07/25/2024 GEN 33937 Michigan Townships Association 960 215 25.00

07/25/2024 GEN 33938 William F. Derman Jr. 801 101 487.50

BRETTONWOOD SHORES 801 101 1,162.50
 LEGAL FEES/PROF SERVICES

CHECK GEN 33938 TOTAL FOR FUND 101: 1,650.00

07/25/2024 GEN 33939 Priority Health 705 209 1,987.49

HEALTH INSURANCE 705 209 247.83
 SUPPLIES 727 268 2,862.50

07/31/2024 GEN 33949 Steuer Excavating, Inc. 930 752 2,862.50

07/31/2024 GEN 33950 Tobin & Co. 802 101 2,500.00

08/06/2024 GEN 33953 Alden Lumber Co. 727 752 77.27

08/06/2024 GEN 33954 Consumers Energy 920 448 27.27

ACCT 103034108243/ LED TRAFFIC LIGHTS 920 448 138.59
 CHECK GEN 33954 TOTAL FOR FUND 101: 165.86

08/06/2024 GEN 33955*# DTE Energy 920 265 59.15

UTILITIES - ACCT 910020747580 920 265 57.05
 UTILITIES - ACCT 910020747671 920 268 116.20
 CHECK GEN 33955 TOTAL FOR FUND 101: 116.20

CHECK DISBURSEMENT REPORT FOR MILTON TOWNSHIP
 CHECK DATE FROM 07/09/2024 - 08/09/2024

Check Date Bank Check # Payee Description Account Dept Amount

Fund: 101 GENERAL FUND

08/06/2024 GEN 33956 FRASER TREBILCOCK DAVIS DUNLAP & BRETTONWOOD SAD 801 101 500.00
 CA

LEGAL SERVICES 801 101 550.00
 CHECK GEN 33956 TOTAL FOR FUND 101: 1,050.00

08/06/2024 GEN 33957# Gill-Roy's
 REPAIR/MAINTENANCE 930 268 18.96
 REPAIR/MAINTENANCE - MAPLEHURST 930 752 30.56
 REPAIR/MAINTENANCE - PARKS 930 752 59.17
 CHECK GEN 33957 TOTAL FOR FUND 101: 108.69

08/06/2024 GEN 33958 Gmoser's Septic Service
 PORTABLES - TOWNSHIP PARK 930 752 300.00
 PORTABLES - MAPLEHURST 930 752 95.00
 CHECK GEN 33958 TOTAL FOR FUND 101: 395.00

08/06/2024 GEN 33959 Great Lakes Business Systems
 CONTRACTS 802 268 88.54

08/06/2024 GEN 33960 PEZZETTI, VERMETTEN & POPOVITS,
 P.C
 LEGAL FEES OWENS, JACK 801 410 146.00
 LEGAL FEES ZOZULA, PAUL 801 410 292.00
 CHECK GEN 33960 TOTAL FOR FUND 101: 438.00

08/06/2024 GEN 33961 Purchase Power
 8000-9090-0331-1169 CONTRACTS - POSTA 802 268 1,000.00

08/06/2024 GEN 33962 SOUTH TORCH LAKE FIRE
 AUDIT/CONTRACTS 802 101 2,998.00

08/06/2024 GEN 33963# VILLAGE OF ELK RAPIDS
 UTILITIES ACCT 2733 - OLD TOWN HALL 920 265 54.15
 UTILITIES ACCT 2734 - PARKS 920 752 54.15
 CHECK GEN 33963 TOTAL FOR FUND 101: 108.30

08/09/2024 GEN 33964 GFL ENVIRONMENTAL
 REGULAR PLUS EXTRA PICK UP 802 268 152.34
 CONTRACTS - JULY 4TH WEEKEND 802 268 1,000.00
 CHECK GEN 33964 TOTAL FOR FUND 101: 1,152.34

08/09/2024 GEN 33965 LEGENDARY LION WEB DEVELOPMENT
 WORDPRESS RESET 801 101 52.00

08/09/2024 GEN 33966 PARALLEL PLUMBING SERVICES
 REPAIR/MAINTENANCE - PARK BATHROOMS 930 752 169.00

Check Date Bank Check # Payee

Description

Account Dept

Amount

Fund: 101 GENERAL FUND

08/09/2024 GEN 33967 VC3 INC

CONTRACTS - MICROSOFT APPS 802 268 8.30

CONTRACTS MICROSOFT BUSINESS *4 802 268 50.00

CONTRACTS MICROSOFT ENTRA ID 802 268 6.00

CHECK GEN 33967 TOTAL FOR FUND 101: 64.30

Total for fund 101 GENERAL FUND 29,417.07

CHECK DISBURSEMENT REPORT FOR MILTON TOWNSHIP
 CHECK DATE FROM 07/09/2024 - 08/09/2024

Check Date	Bank	Check #	Payee	Description	Account	Dept	Amount
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Fund: 206 FIRE FUND

07/16/2024	GEN	33926*#	Consumers Energy	ACCT 100005504152/ 12105 CHERRY AVE	920	336	126.06
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				ACCT 100005504012/ 7015 CAIRN	920	336	141.67
				CHECK GEN 33926 TOTAL FOR FUND 206:			267.73

07/16/2024	GEN	33927	Crystal Flash	UTILITIES	920	336	700.53
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07/16/2024	GEN	33928	Great Lakes Business Systems	LEGAL FEES/PROF SERVICES	801	336	119.50
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07/25/2024	GEN	33936*#	Accident Fund Insurance Co.	INSURANCE	910	336	4,826.00
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07/31/2024	GEN	33940	Allen Supply	BUILDING/GROUNDS	976	336	704.60
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07/31/2024	GEN	33941	CHARTER COMMUNICATIONS	PHONE/INTERNET	850	336	169.97
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07/31/2024	GEN	33942	FICK & SONS DIESEL GARAGE	REPAIR/MAINTENANCE	930	336	380.18
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07/31/2024	GEN	33943	Jeremy Ball	MEMBERSHIP - MOBILE LINK 2024-2025	723	336	69.99
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				MISC. EXPENSE - TRUCK SPECS FOR BIDS	959	336	145.20
				CHECK GEN 33943 TOTAL FOR FUND 206:			215.19

07/31/2024	GEN	33944	NATIONAL HOSE TESTING SPECIALTIES	REPAIR/MAINTENANCE	930	336	606.00
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07/31/2024	GEN	33945	OTEC COMMUNICATION SYSTEMS	REPAIR/MAINTENANCE	930	336	160.00
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07/31/2024	GEN	33946	PRO IMAGE DESIGN, INC.	SUPPLIES-NAME PLATES	727	336	80.02
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07/31/2024	GEN	33947	ROY'S GENERAL STORE	NEW BATTERY SAW MINI PUMPER	977	336	880.98
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07/31/2024	GEN	33948*#	STAPLES	SUPPLIES - PAPER	727	336	58.49
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07/31/2024	GEN	33951	WADE TRIM, INC.	LEGAL FEES/PROF SERVICES	801	336	1,911.99
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07/31/2024	GEN	33952	WEST SHORE FIRE, INC.	EQUIPMENT	977	336	931.72
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08/06/2024	GEN	33955*#	DTE Energy	UTILITIES - ACCT 910020764874	920	336	57.05
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				Total for fund 206 FIRE FUND			12,069.95
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CHECK DISBURSEMENT REPORT FOR MILTON TOWNSHIP
 CHECK DATE FROM 07/09/2024 - 08/09/2024

Check Date	Bank	Check #	Payee	Description	Account	Dept	Amount
Fund: 703 CURRENT TAX COLLECTION FUND							
07/15/2024	TAX	1742	Antrim County Treasurer	UNDISTRIBUTED TAX	274	000	242,429.15
07/15/2024	TAX	1743	ELK RAPIDS SCHOOLS	UNDISTRIBUTED TAX	274	000	126,009.82
07/15/2024	TAX	1744	Milton Township	UNDISTRIBUTED TAX	274	000	4,306.37
07/15/2024	TAX	1745	NORTHWEST EDUCATION SERVICES	UNDISTRIBUTED TAX	274	000	62,277.16
07/31/2024	TAX	1746	Antrim County Treasurer	UNDISTRIBUTED TAX	274	000	496,711.97
07/31/2024	TAX	1747	ELK RAPIDS SCHOOLS	UNDISTRIBUTED TAX	274	000	503,582.58
07/31/2024	TAX	1748	Milton Township	UNDISTRIBUTED TAX	274	000	11,277.61
07/31/2024	TAX	1749	NORTHWEST EDUCATION SERVICES	UNDISTRIBUTED TAX	274	000	127,639.27
TOTAL - ALL FUNDS							1,574,233.93
Total for fund 703 CURRENT TAX COLLECTION FUND							1,615,720.95

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

ANTRIM COUNTY SO
MILTON TOWNSHIP REPORT
 JULY 2024

Nature	# Events
911 CHECK	48
ABANDON VEHICLE	1
ALARM	2
ANIMAL BITE	2
ANIMAL CONTROL COMP	2
ARGUMENT, VERBAL	2
ASSAULT (N I P)	1
ASSAULT IN PROGRESS	1
BOAT ACCIDENT	1
BOAT FIRE	1
BURNING COMPLAINT	1
CAR DEER ACCIDENT	4
CIVIL (NON-CRIMINAL)	4
DOMESTIC ASSAULT	4
DRIVING COMPLAINT	8
DROWNING	1
FOLLOWUP	3
FRAUD	1
GAS LEAK	1
GENERAL ASSIST	11
LARCENY	3
LIFT ASSIST	1
LINE DOWN	2
MALIC DESTRUC OF PROP	1
MARINE PATROL COMPLAINT	12
MARINE STOP	152
MEDICAL CALL	35
MISCELLANEOUS	2
MONITOR TEST	4

Ems - 24

Rescue - 11

Nature	# Events
MOTORIST ASSIST	1
OUIL / OUID	1
PARKING VIOLATIONS	2
PERSONAL INJURY ACC <i>2 Actual incidents - Ems-2, Fire-2, Law-2</i>	6
PERSONAL INJURY REPORT	1
PROPERTY DAMAGE ACC	1
PROPERTY FOUND / LOST	1
SUSPICIOUS PERSON	1
SUSPICIOUS SITUATION	1
TRAFFIC STOP	19
TRANSPORT	2
TREE DOWN	2
UNLAWFUL DRIVING AWAY	1
WATER RESCUE	2
WELLNESS CHECK	3
Total	355

Torch Lake Twp - 127

Elk Rapids Twp - 66

Elk Rapids/Milton Responses (A-55)

July 2024

Call Disposition	Acme	WW	Elk Rapids	Elk Rapids Twp	Milton Twp	Antrim-Torch Lake	Kalkaska-Clear water	Total
Transport	2	3	11	3	19	0	0	38
Refusal	0	0	6	2	5	0	0	13
Cancelled	6	3	3	1	2	1	1	17
Total	8	6	20	6	26	1	1	68

Response Priority	Acme	WW	Elk Rapids	Elk Rapids Twp	Milton	Antrim-Torch Lake	Kalkaska-Clear water	Total
P-1 Emergency ALS	4	3	6	3	13	0	0	29
P-2 Emergency BLS	3	3	11	3	9	1	1	31
P-3 Non-Emergent	1	0	3	0	3	0	0	7
Other/Standby	0	0	0	0	1	0	0	1
Total	8	6	20	6	26	1	1	68

Nature of Call	Acme	WW	Elk Rapids	Elk Rapids Twp	Milton	Antrim-Torch Lake	Kalkaska-Clear water	Total
10-Chest Pain (Non-Traumatic)	0	0	1	0	3	0	0	4
14-Drowning (near)/Diving/ Scuba Accident	1	0	0	0	2	0	0	3
17-Falls	3	2	2	0	4	0	0	11
19-Heart Problems / A.I.C.D.	0	0	0	1	1	0	0	2
1-Abdominal Pain/Problems	0	0	0	0	1	0	0	1
21-Hemorrhage/Lacerations	0	1	1	0	1	0	0	3
26-Sick Person (Specific Diagnosis)	1	0	9	1	4	0	0	15
29-Traffic/Transportation/Accidents	1	1	0	1	2	1	0	6
2-Allergies (Reactions)/Envenomations (Stings, B	0	0	0	0	1	0	0	1
30-Traumatic Injuries (Specific)	0	0	0	0	3	0	0	3

A-55 Transports (Billable Calls)

July 2023

Dispatch Zone	Jul-23	Aug-23	Sep-23	Oct-23	Nov-23	Dec-23	Jan-24	Feb-24	Mar-24	Apr-24	May-24	Jun-24	Jul-24	Aug-24	Total
Antrim-City of Elk Rapids	17	14	13	14	12	19	11	7	6	12	8	14	17	5	169
Antrim-Elk Rapids	9	9	12	6	4	2	4	6	7	6	4	4	5	0	78
Antrim-Milton	11	16	11	15	9	12	11	8	10	4	11	15	24	3	160
Antrim-Torch Lake	0	1	2	1	0	2	0	0	0	0	1	1	0	0	8
GT-Acme	2	0	2	1	0	2	1	0	1	1	5	4	2	0	21
GT-Garfield	0	0	0	0	0	0	1	0	0	0	0	0	0	0	1
GT-Traverse City	0	0	0	0	0	0	0	0	0	0	1	0	0	0	1
GT-Whitewater	1	0	1	0	0	2	0	1	1	2	0	1	3	0	12
Total	40	40	41	37	25	39	28	22	25	25	30	39	51	8	450

Run#	Date	Priority	Nature of Call	Dispatch Zone	Unit	Disposition	Milton	Antrim-Torch Lake	Kalkaska-Clear water	Total
31-Unconscious/Fainting (Near)			Acme	WW	Elk Rapids	Elk Rapids Twp	Milton	Antrim-Torch Lake	Kalkaska-Clear water	Total
			1	1	0	1	1	0	0	4
32-Unknown Problem (Man Down)			1	0	4	2	1	0	0	8
5-Back Pain (Non-traumatic or Non Recent Trauma)			0	0	1	0	1	0	0	2
6-Breathing Problems			0	0	2	0	0	0	0	2
7-Burns (Scalds) /Explosion			0	1	0	0	0	0	1	2
9-Cardiac or Respiratory Arrest/Death			0	0	0	0	1	0	0	1
Total			8	6	20	6	26	1	1	68

Run#	Date	Priority	Nature of Call	Dispatch Zone	Unit	Disposition	Dispatch Time	Scene Time	Response Time
85,729	07/01/2024	P-2	21-Hemorrhage/Lacerations	Milton	10 55A1 B	Transport	17:40:18	17:51:56	00:11:38
86,002	07/02/2024	P-2	26-Sick Person (Specific Diagno	Elk Rapids	10 55A1 C	Transport	9:31:40	9:41:12	00:09:32
86,069	07/02/2024	P-1	10-Chest Pain (Non-Traumatic)	Milton	10 55A1 C	Transport	12:04:41	12:16:00	00:11:19
86,196	07/02/2024	P-2	19-Heart Problems / A.I.C.D.	Elk Rapids Twp	10 55A1 C	Transport	16:18:53	16:34:14	00:15:21
86,645	07/03/2024	P-2	26-Sick Person (Specific Diagno	Elk Rapids	10 55A1 B	Refusal	15:12:00	15:23:00	00:11:00
86,933	07/04/2024	P-1	31-Unconscious/Fainting (Near)	Whitewater	10 55A1 B	Transport	4:17:07	4:30:38	00:13:31
87,091	07/04/2024	P-1	26-Sick Person (Specific Diagno	Acme	10 55A1 A	Canceled	14:26:37		
87,132	07/04/2024	P-2	14-Drowning (near)/Diving/ Scub	Milton	10 55A1 A	Transport	16:05:19	16:19:00	00:13:41
87,180	07/04/2024	P-1	26-Sick Person (Specific Diagno	Milton	10 55A1 A	Refusal	18:33:30	19:01:41	00:28:11
87,384	07/05/2024	P-1	26-Sick Person (Specific Diagno	Milton	10 55A1 B	Transport	8:09:39	8:21:53	00:12:14
87,553	07/05/2024	P-1	26-Sick Person (Specific Diagno	Elk Rapids	10 55A1 B	Transport	15:11:11	15:21:05	00:09:54
87,938	07/06/2024	P-1	32-Unknown Problem (Man Dow	Elk Rapids Twp	10 55A1 C	Transport	12:57:34	13:04:08	00:06:34
88,166	07/07/2024	P-1	32-Unknown Problem (Man Dow	Elk Rapids	10 55A1 C	Canceled	1:50:26		
88,226	07/07/2024	P-2	29-Traffic/Transportation/Accider	Elk Rapids Twp	10 55A1 A	Refusal	8:05:35	8:12:41	00:07:06
88,270	07/07/2024	P-1	31-Unconscious/Fainting (Near)	Milton	10 55A1 A	Transport	10:39:09	10:57:05	00:17:56
88,668	07/08/2024	P-2	5-Back Pain (Non-traumatic or N	Elk Rapids	10 55A1 B	Transport	10:26:29	10:29:00	00:02:31
88,785	07/08/2024	P-2	30-Traumatic Injuries (Specific)	Milton	10 55A1 B	Transport	15:17:54	15:27:29	00:09:35
89,048	07/09/2024	P-1	31-Unconscious/Fainting (Near)	Acme	10 55A1 C	Transport	6:46:52	7:00:08	00:13:16
89,228	07/09/2024	P-3	17-Falls	Elk Rapids	10 55A1 C	Transport	13:38:13	13:44:37	00:06:24
89,614	07/10/2024	P-2	17-Falls	Milton	10 55A1 B	Transport	10:31:16	10:41:18	00:10:02
89,753	07/10/2024	P-2	26-Sick Person (Specific Diagno	Elk Rapids	10 55A1 B	Transport	14:33:56	14:41:28	00:07:32
90,030	07/11/2024	P-1	6-Breathing Problems	Elk Rapids	10 55A1 B	Refusal	1:36:45	1:48:43	00:11:58
90,588	07/12/2024	P-3	17-Falls	Milton	10 55A1 A	Refusal	5:03:43	5:17:59	00:14:16
90,736	07/12/2024	P-2	26-Sick Person (Specific Diagno	Milton	10 55A1 B	Refusal	12:28:24	12:42:03	00:13:39
90,939	07/12/2024	P-2	17-Falls	Elk Rapids	10 55A1 B	Transport	20:02:22	20:09:46	00:07:24
91,168	07/13/2024	P-3	26-Sick Person (Specific Diagno	Elk Rapids	10 55A1 C	Transport	10:09:45	10:15:13	00:05:28

Run#	Date	Priority	Nature of Call	Dispatch Zone	Unit	Disposition	Dispatch Time	Scene Time	Response Time
91,440	07/13/2024	P-1	31-Unconscious/Fainting (Near)	Elk Rapids Twp	10 55A1 C	Transport	22:18:29	22:26:03	00:07:34
91,729	07/14/2024	P-1	17-Falls	Whitewater	10 55A1 A	Canceled	15:33:48		
91,810	07/14/2024	P-1	14-Drowning (near)/Diving/ Scub	Milton	10 55A1 A	Refusal	19:11:04	19:20:45	00:09:41
91,893	07/14/2024	P-7	9-Cardiac or Respiratory Arrest/I	Milton	10 55A1 A	Transport	22:27:34	22:27:42	00:00:08
92,767	07/16/2024	P-1	6-Breathing Problems	Elk Rapids	10 55A1 C	Transport	17:42:08	17:44:18	00:02:10
92,991	07/17/2024	P-1	10-Chest Pain (Non-Traumatic)	Milton	10 55A1 B	Transport	7:54:06	8:14:35	00:20:29
93,208	07/17/2024	P-1	17-Falls	Milton	10 55A1 B	Transport	15:33:49	15:46:58	00:13:09
93,295	07/17/2024	P-2	17-Falls	Acme	10 55A1 B	Canceled	18:55:24		
93,524	07/18/2024	P-1	10-Chest Pain (Non-Traumatic)	Elk Rapids	10 55A1 A	Transport	9:19:47	9:26:46	00:06:59
93,762	07/18/2024	P-1	29-Traffic/Transportation/Accider	Whitewater	10 55A1 A	Canceled	17:26:46		
93,890	07/18/2024	P-2	26-Sick Person (Specific Diagno	Elk Rapids Twp	10 55A1 A	Refusal	23:15:45	23:24:48	00:09:03
93,948	07/19/2024	P-2	21-Hemorrhage/Lacerations	Whitewater	10 55A1 A	Transport	1:38:29	1:51:33	00:13:04
94,329	07/19/2024	P-2	32-Unknown Problem (Man Dow	Elk Rapids	10 55A1 B	Refusal	19:09:39	19:25:59	00:16:20
94,490	07/20/2024	P-2	32-Unknown Problem (Man Dow	Milton	10 55A1 B	Refusal	1:55:21	2:08:50	00:13:29
94,683	07/20/2024	P-1	30-Traumatic Injuries (Specific)	Milton	10 55A1 C	Transport	14:28:58	14:34:36	00:05:38
94,796	07/20/2024	P-2	29-Traffic/Transportation/Accider	Acme	10 55A1 C	Canceled	19:46:53	19:56:33	00:09:40
94,886	07/21/2024	P-2	32-Unknown Problem (Man Dow	Elk Rapids	10 55A1 C	Refusal	1:18:13	1:18:18	00:00:05
95,008	07/21/2024	P-2	29-Traffic/Transportation/Accider	Milton	10 55A1 A	Canceled	10:49:58		
95,940	07/23/2024	P-3	17-Falls	Acme	10 55A1 C	Canceled	9:51:19		
96,251	07/23/2024	P-2	26-Sick Person (Specific Diagno	Elk Rapids	10 55A1 C	Refusal	22:13:08	22:19:00	00:05:52
96,399	07/24/2024	P-1	26-Sick Person (Specific Diagno	Milton	10 55A1 B	Transport	9:36:07	9:44:26	00:08:19
96,673	07/24/2024	P-2	26-Sick Person (Specific Diagno	Elk Rapids	10 55A1 B	Canceled	18:52:08	18:56:26	00:04:18
96,832	07/25/2024	P-3	1-Abdominal Pain/Problems	Milton	10 55A1 B	Transport	3:38:14	3:51:12	00:12:58
97,010	07/25/2024	P-1	30-Traumatic Injuries (Specific)	Milton	10 55A1 A	Transport	13:32:33	13:50:21	00:17:48
97,325	07/26/2024	P-1	17-Falls	Milton	10 55A1 A	Transport	6:42:14	6:51:36	00:09:22
97,445	07/26/2024	P-1	14-Drowning (near)/Diving/ Scub	Acme	10 55A1 B	Canceled	12:21:44	12:22:58	00:01:14
97,519	07/26/2024	P-3	21-Hemorrhage/Lacerations	Elk Rapids	10 55A1 B	Canceled	15:03:46	15:10:35	00:06:49
97,615	07/26/2024	P-2	32-Unknown Problem (Man Dow	Elk Rapids	10 55A1 B	Transport	18:26:48	18:26:51	00:00:03
97,650	07/26/2024	P-1	29-Traffic/Transportation/Accider	Milton	10 55A1 B	Transport	19:41:37	19:55:14	00:13:37
97,954	07/27/2024	P-2	17-Falls	Acme	10 55A1 C	Transport	13:55:01	14:17:42	00:22:41
98,004	07/27/2024	P-2	7-Burns (Scalds)/Explosion	Kalkaska-Clearw	10 55A1 C	Canceled	15:44:48	16:04:47	00:19:59
98,160	07/27/2024	P-1	26-Sick Person (Specific Diagno	Elk Rapids	10 55A1 C	Refusal	22:03:42	22:25:55	00:22:13
98,276	07/28/2024	P-2	19-Heart Problems / A.I.C.D.	Milton	10 55A1 A	Transport	7:49:57	8:00:28	00:10:31
98,319	07/28/2024	P-2	26-Sick Person (Specific Diagno	Elk Rapids	10 55A1 A	Transport	10:10:24	10:13:12	00:02:48
98,722	07/29/2024	P-2	2-Allergies (Reactions)/Envenom	Milton	10 55A1 B	Canceled	8:04:24		
98,751	07/29/2024	P-2	29-Traffic/Transportation/Accider	Antrim-Torch Lat	10 55A1 B	Canceled	9:17:03		
98,812	07/29/2024	P-2	7-Burns (Scalds)/Explosion	Whitewater	10 55A1 B	Canceled	11:05:15		
99,015	07/29/2024	P-1	32-Unknown Problem (Man Dow	Acme	10 55A1 B	Canceled	18:51:59		

Run#	Date	Priority	Nature of Call	Dispatch Zone	Unit	Disposition	Dispatch Time	Scene Time	Response Time
99,498	07/30/2024	P-2	17-Falls	Whitewater	10 55A1 C	Transport	17:42:50	18:00:41	00:17:51
99,645	07/31/2024	P-3	5-Back Pain (Non-traumatic or N	Milton	10 55A1 C	Transport	0:50:54	1:08:08	00:17:14
99,824	07/31/2024	P-1	10-Chest Pain (Non-Traumatic)	Milton	10 55A1 B	Transport	11:36:25	11:44:06	00:07:41
100,153	07/31/2024	P-1	32-Unknown Problem (Man Dow	Elk Rapids Twp	10 55A1 B	Canceled	23:05:45		

8/7/2024

Elk Rapids / Milton Response Times July 2024



Response Time Minutes	Call Count	Cumulative Call Count	Percentage	Cumulative Percentage
00:00 - 00:59	2	2	4%	4.08 %
02:00 - 02:59	3	5	6%	10.20 %
04:00 - 04:59	1	6	2%	12.24 %
05:00 - 05:59	3	9	6%	18.37 %
06:00 - 06:59	4	13	8%	26.53 %
07:00 - 07:59	5	18	10%	36.73 %
08:00 - 08:59	1	19	2%	38.78 %
09:00 - 09:59	6	25	12%	51.02 %
10:00 - 10:59	3	28	6%	57.14 %
11:00 - 11:59	4	32	8%	65.31 %
12:00 - 12:59	2	34	4%	69.39 %
13:00 - 13:59	6	40	12%	81.63 %
14:00 - 14:59	1	41	2%	83.67 %
15:00 and up	8	49	16%	100.00 %

**Elk Rapids District Library Board of Trustees
Regular Meeting
June 13, 2024, 5:00 pm
Elk Rapids Government Center, 315 Bridge Street, Elk Rapids MI 49629**

DRAFT approved 7/11/24

DRAFT

1. Call to Order and Approval of Agenda: Stephenson called the meeting to order at 5:04 pm.

Members Present: Dick Hults, Tom Stephenson, Julia Pollister Amos, Mike Weber , Liz Atkinson, Emily Petrovich, and Dan McAuliffe (none absent)

Also Present: Director Pam Williams, AD/IT Aaron Hill, Friends Liaison Sharon Bacon, and Mark Morrow from the Breton Group

There were 3 members of the public in the audience at the start of the meeting.

Add 5D to the agenda for further action on DDA Discussion

MOTION: by Pollister Amos/Stephenson to approve the amended agenda
Motion carried.

2. Public Comment:
None

3. 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 May 9, 2024 and May 22, 2024 Special Meeting
- B. Treasurer's Report and Approval of Bills

MOTION: by Pollister Amos/Atkinson to approve the consent agenda

Roll call

Petrovich: Yes

Wonch: Yes

Hults: Yes

Atkinson: Yes

McAuliffe: Yes

Amos: Yes

Weber: Yes

Stephenson: Yes

Motion carried.

4. Correspondence:

Stephenson discussed a request about moving the Norte Bike Hut from Rotary Park to the new library. Stephenson had a proposal for review from them that he passed out.

He also reported that Stephen Ball asked if we would be getting rid of any paintings. He requested the one over the fireplace. We told him no and it would all be moving to the new building.

Williams and Stephenson gave Sakura Takano from Rotary Charities a tour of the new building and thanked her for the \$10K grant that they gave us.

5. Unfinished Business:

A. Audit

The audit was done June 4th and we went through things all day. The auditors believe that by the end of June, they will have everything ready and to present to the finance committee. Then finance committee can submit to the board. Williams is pleased with their work so far.

B. Lease agreement: on 8690 Cairn Hwy building

Hults said it was completed yesterday by Bill Derman. They are anxious to get a document signed and he would like to get it to them tomorrow. His only concern is that we are contracting with an LLC. We are at risk of the LLC not paying us. Weber said their structure shouldn't impede us getting paid. This is for 12 months with an option to renew for an additional 12 months. They are covering utilities. This is a local company that are furniture importers. They are going to bring in reconditioned furniture. Will the "for lease" sign come down after this is signed? Yes. Williams asked if they are using it as a store front? They may want to put a sign up too which is fine. Williams said as far as the locks go, we need to lock out all of the offices from the warehouse. Hults detailed the ones that need to be done. It will go into effect July 1 and would need to be done before then. Members will review and there will be a special meeting to approve.

C. Feasibility Report: by Mark Morrow, Breton Group

This is a very strong feasibility report that represents a community that wants to see improved library services. There are some things that could be considered headwinds. This report was distributed to you earlier in the week. Today's discussion will keep things at the top level and focus on conclusions and next steps and Q&A.

Morrow discussed the process of how we got to this point today. By in large, there are far more favorable factors, than unfavorable. The biggest headwind is the size and scope of \$10 million. The other is a bond, which raised a bit of caution.

On page 7, he discussed the conclusions of the report. There is cultivatable interest in the community. We recommend scaling back the project from Quinn Evans original report which included all of the wish lists. But we are going to take a less intense first step by scaling it back and combined with the results of our interviews, we believe a campaign of 4-6 million would be embraced by the community. Other comments from the interviews: The site is expandable. There

is a lot of potential for the future. In 3-5 years, you'll be in a building where you'll be able to do that. Recommendations are 1. Consider results of the study. 2 Strong communication plan to engage and educate citizens. And what the new building will mean to the community in the years ahead. Every interviewee is interested in helping on the campaign in some way. There are strong community leaders that are willing to take up the banner for this. 3. Recruit co-chairs to put the campaign plan together. This can be done over the summer months and have it in place by September. In the fall, you would have a formal campaign team that would start raising the money. Talking about the library of the future is going to be very important and educating the public there. If libraries aren't just books, what are they? This library has the potential to become a collaboration center and community center. Consider changing the name or adding for clarity ERDL and XYZ community Center.

Board Questions:

Stephenson said one comment was to correct the \$10M price tag. The proposal will be under \$5M for phase 1. Quinn Evans is working on that now. Weber said we have to retire that first draft of whether or not we can fit. That was a dream case and it doesn't need defending. My only problem is it has Master Plan in it. We have a better design now. Pollister Amos said the design we got was what this board asked for. That doesn't mean we could do everything, but that's what we asked for and what we got. Weber said the first draft should not be the final draft and it keeps coming back. Pollister Amos said that's what we are doing right now.

McAuliffe said there is a lot of good feedback in there for why we are doing what we are doing. Pollister Amos said it was very well done. Wonch said it was well done but surprised by the number of people who don't have fact based information about the current library or the options in terms for the use for the library and there is a lot of misinformation going on about what is actually possible at the existing library. What people are saying is we should do with the existing library is impossible. Morrow said when he is in these interviews, he's not advocating for you. However, I could tell by the way people were asking questions, they didn't know or understand. When I educated them there was clarity. I don't know if it was misinformation or no information. Stephenson said it's this educational piece that we are having to work on.

Morrow said there is a general timetable in the report and he discussed the different phases and timing which is about 18 months. Weber asked about when the design and naming will be out there? September 1.

MOTION: by Wonch/Weber to accept the findings and recommendations of the Breton Group. Motion carried.

D. DDA Discussion Continued from May meeting...

Stephenson said regarding the DDA proposal, it currently lacks enough information to make a final recommendation to the board. The idea was that we have to give our attorney permission to talk to the Elk Rapids Township attorney.

MOTION: by Atkinson/Wonch to allow Foster and Swift to contact the Elk Rapids township attorney about the DDA/TIF capture.

Roll Call
Stephenson: Yes
Petrovich: Yes
Weber: Yes
Wonch: Yes
Pollister Amos: Yes
Atkinson: Yes
Hults: Yes
McAuliffe: Yes
Motion carried.

6. New Business:

A. Engagement Contracts: Breton Group

Mark Morrow provided his agreement and discussed the phases. You're hiring us to lead the campaign behind the scenes. We also bring troubleshooting to the campaign management as well. You are hiring us on a month to month basis.

Stephenson said we will review and have a special meeting for action.

B. Engagement Contract: Olive and Evergreen

Williams said she sent the updated version today which includes 5-10 hours/month.

Stephenson said we will review and have a special meeting for action.

C. Tax Rate Request 2024 L4028

Williams said we need to sign our tax rate request for next year. We are now at .4860. It will be about \$30K increase for next year, which is substantial. With Headlee, we worry about prices going down, we won't recap that Headlee deduction. This gives us more pressure to watch how we spend every dime. This will need to be signed by Stephenson and Pollister Amos. The board must also vote.

MOTION:by Pollister Amos/Wonch to approve the annual millage request 2024-L4028 for .4860 mills

Roll call
Wonch: Yes
Amos: Yes
Atkinson: Yes
McAuliffe: Yes
Stephenson: Yes
Petrovich: Yes
Weber: Yes
Hults: Yes.
Motion carried.

DDA Invoice : Williams said she got a bill from the Village for money due from DDA capture. Atkinson. Weber is getting more data on this. We've been advised by the attorney to wait for

more detail before paying the invoice. It was a recalculation for the D2 Winter Millage. The lawyer will look into this.

7. Director's Report

As presented by Williams and Hill

Stats/Strategic Plan: Aaron

May had 30 scheduled programs, events or services 368 people in attendance

Cool things that happened since our last meeting:

Looking forward to next year's strategic plans, we have exploring outreach possibilities with these organizations:

- Do a Little Good and the Manna Project: feeding kids this summer
- Commission on Aging: Books on Wheels, simple tech classes
- Norte
- Art and Connection: to host our cookbook club and summer reading crafts

June Regular Programs

- Island House Readers
- Cookbook Club
- Books on Tap
- Tech Time
- Knitters

Summer Reading Programs

Mondays: pm Lawn Games

Tuesdays: am Family Crafts

Wednesdays: pm Meet us on River Street

Thursdays: am Bikes, Bubbles and Books, Kids Club

Fridays: am Story Time on the Lawn

Special Programs:

- Great Lakes Humane Society: Read to a Dog Event on June 25th

Updates:

- **Citizens Academy:** Williams graduated late last month. There were 7 of people, learning the ins and outs of Village Government.
- **Think Space:** Williams attended this program at the end of May with the theme of Future Ready Libraries. Topics included Technology, Future Proofing Library Spaces, Strategic Succession planning, What we can learn from Start-ups, Powerful Partnerships.

8. Standing Committee Reports

A. Personnel Committee: Amos said they have met a couple times on procedural things but have nothing to report.

B. Financial Committee: Not met but will when the audit is complete.

9. Ad Hoc Committee Reports

A. Building Committee: Hults asked about the server. Williams said it will be out at the end of the week. Williams said the locks can be changed at any time. John Reid suggested considering fire and safety when considering the locks.

B. Strategic Planning Committee: No meeting

C. Fundraising Feasibility Committee:

Communications Update from Petrovich:

May: Continued work on 1000 Books branding with new designer

- Communications Support for Pam included reviews of several different communications/messages, strategy and ideas for summer months following the Feasibility Study outcome/recommendations.

June/Summer: Launching new section/blog on website to grow community engagement:

Stories From The Library (with Pam + Karin Beery) that will highlight personal stories to help capture and share the diverse and profound impact that the library has on its visitors and community

Implementing the strategies related to:

- Community engagement (library services)
- New Building updates
- Evenings on River Street engagement ideas
- Harbor Days engagement

10. Friends Report

As presented by Sharon Bacon

As we are meeting, day 2 of the Friends fundraising event is taking place at Maple Bay Farm. Day 1 was lovely. We could only accommodate 25 people. Yesterday evening was perfect. In terms of collaborations, this was a good example of what the Friends can do to collaborate. Our focus is to finish up our preparations for Glitter, Glamor and Glitz. We are still looking to leverage support from business sponsors. Our last meeting the membership report was that we are stable at 137 members. Before the pandemic we did have more names, but we couldn't verify they wanted to be members. The fiscal year is coming to an end and annual dues notices will be going out. Williams came to us with her requests for the coming year and we will incorporate those into our plan.

11. Public Comment:

None

12. Board Comments:

Hults said the electric consumption in the new building was high because of equipment that was there. We've taken out a neutral ground transformer and converted to standard household power. We will retain the 600 amp panel, which allows us to have a large voltage supply for air handlers. Shoreline Electric gave us excellent advice and we changed our course of action. We will have a description of the materials we've taken out and put that price online for purchase. The equipment we are taking out is needed in the market place right now.

Wonch confirmed the date and time of the special meeting next week. June 16th at 8 am.

14. Adjournment

Meeting adjourned by order of the chair at 6:31 pm

Respectfully,

Julia Pollister Amos, Secretary Elk Rapids District Library Board

LibBdMin6.13.24DRAFT

LibBdMin6.13.24 approved

**Elk Rapids District Library Board of Trustees
Special Meeting
June 19, 2024, 8:00am held at the
Governmental Center, 315 Bridge St, Elk Rapids, MI 49629**

Call to order: by President Tom Stephenson at 8:03am

Board members attending: Liz Atkinson, Dick Hults, Julia Pollister Amos, Tom Stephenson, Mike Weber and Nancy Wonch

Board members absent: Dan McAuliffe and Emily Petrovich

Also attending Director Pam Williams and AD/IT Aaron Hill

There were no people in the audience.

1. Approval of the Agenda

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

Motion passed.

2. Public Comment

There was no public comment.

3. Unfinished business:

a) Lease agreement for 8980 Cairn Hwy Building

MOTION: by Hults/Wonch to approve the lease agreement dated the 19th of June for one year with a one year extension with the following changes:

Item 12 on page 3 line 1 after shall insert the word be

Alteration to item 22 on page 5 will be reworded to read that the landlord will provide grass mowing and snow removal

Roll Call:

Atkinson- Yes

Stephenson – Yes

Hults – Yes

Pollister Amos – Yes

Wonch – Yes

McAuliffe – absent

Weber – Yes

Petrovich - absent

Motion passed 6-0 with 2 absent

b) Contract with Breton Group

MOTION: by Pollister Amos/Wonch to approve the contract with the Breton Group that was in our last board meeting packet

Roll Call:

Stephenson- Yes

McAuliffe – absent

Atkinson – Yes

Petrovich – absent

Hults – Yes

Pollister Amos – Yes

Wonch – Yes

Weber – Yes

Motion passed 6-0 with 2 absent

c) Contract : Olive and Evergreen

MOTION: by Wonch/Atkinson to approve the contract with Olive and Evergreen that was in our last board meeting packet

Roll Call:

Wonch – Yes

Petrovich – absent

Stephenson – Yes

Pollister Amos – Yes

Atkinson – Yes

Weber – Yes

McAuliffe – absent

Hults – Yes

Motion passed 6-0 with 2 absent

d) Fundraising Feasibility Report/Capital Campaign

MOTION: by Wonch/Weber to accept the fundraising Feasibility study report from the Breton Group that was in our last board meeting packet

Roll call:

McAuliffe: absent

Weber – Yes

Petrovich – absent

Hults – Yes

Stephenson – Yes

Wonch – Yes

Pollister Amos – Yes

Atkinson – Yes

Motion passed 6-0 with 2 absent

4. Public Comment

None

5.Board Comments:

Hults shared that our Fire Chief Ken Williamson toured the building with him and stated that if we leave the doors unlocked to the last row area and leave the crash bar in effect on the door that is directly north and lock and chain the second set of doors we comply with the egress law. We also discovered that exit signs either have burned out bulbs or don't have power so we are correcting that. We can lock the door from the main entry way into the leased area . The door to the other back office is locked now, so we need to get the locks rekeyed. Aaron stated that we have used Northwest Lock in the past. Hults asked Aaron to get it set up so that we can get it done soon , Hults will meet with them onsite.

Wonch brought up the insurance requirements as they related to the GGG jewelry. Is the jewelry separately insured. Williams stated that we do have content coverage for the building and pointed out that most of the valuable jewelry is kept off site.

Atkinson stated "Good Job Everyone".

Meeting adjourned by order of the chair at 8:17am

Julia Pollister Amos, Secretary Elk Rapids District Library Board

LibBdMin6.19.24special approved

Milton Township

Park & Recreation Committee

7/11/24

Committee members present: Kingon, Shaw, Kopkau, Gray, Meyer, Atkinson

Also present: Field Ratliff, Grand Traverse Regional Land Conservancy (GTRLC)

- Meeting called to order @ 10:30 am
- Approval of agenda: Kingon/Gray
- Approval of minutes: Shaw/Kingon, as amended; remove Weinzapfel as attendee.
- Fields Ratliff of GTRLC discussed Maplehurst Natural Area
 - Trail extension work scheduled for August 1 & August 8th. Map provided showing route. Signage will need updating when complete.
 - Vehicles are still driving down to the lake; Boulders are needed to block.
 - Entrance needs work to address erosion. Steuer currently has equipment on site. Atkinson will follow-up with Weinzapfel on scope of work. Ratliff discussed erosion issues with Avery Excavation and received estimate for crowning drive, Afton stone compacted along edges; \$15k. More bids for future improvements of best long-term erosion fix will be requested.
 - Fields received quote for placing Afton stone on trail sections that present slippery clay when wet. Map provided indicating need for 3-4" of Afton stone.
 - Thursdays are when Fields is present at Maplehurst.
 - Down trees addressed: GTRLC stewards walk trails to monitor. 15 trees have been cut & cleared since January 2024. If Fields determines downed trees are too large, he will contact the township to secure tree contractor for removal.
 - Tree planting discussed; 20% survival rate is expected.
 - Group discussion- Kids only fishing sign change: "Suggested kids only fishing". DNR Officer stated we cannot limit usage. Atkinson stated opinions have changed since securing Maplehurst and will follow-up with the DNR Recreation Grants Unit & Program Manager. If change in sign is determined, GTRLC will provide.
 - Installation of park benches on east side, high ground seasonal view areas discussed. Fields will cost out lumber for traditional bench. GTRLC can install. Locations to be determined. Atkinson stated Maplehurst Endowment Fund dividends would be used for this. Up to 3 benches recommended.
 - Easements discussed. Atkinson will obtain map of Maplehurst easements.

- Township board referred request to add pickleball lines to the basketball court for Parks & Rec. recommendation. After discussions; Committee does not recommend due to the lack of fencing and the probable over-shadowing of basketball usage.
- E. Elk Lake Drive Day Park; Elk-Skegmog Lakes Association inquired about porta-johns placed, noting increased usage of park. Kingon will monitor usage of park and report back.
- O'Dell Road Public Access; Kopkau monitors usage and appears to be low. Bench re-appeared; will be removed. Kopkau will continue to conduct periodic checks.
- Waterfront Park landscape discussed. Will secure spring/fall cleanup.
- Road ends/public accesses/township parks to be regularly visited by committee members to monitor usage/conditions. Location assignments at next meeting.
- Quarterly meetings of Park & Recreation Committee to be established. Next meeting; Thursday, October 3, 2024 @ 10:30 am. Atkinson to send out meeting dates for 2025 and reminders.

Next Meeting: Thursday, October 3, 2024 @ 10:30 am

Minutes by Atkinson