

***Milton Township Board***  
***Tentative Agenda for Regular Meeting***  
***May 19, 2025 9:00 a.m.***

7023 Cherry Ave, PO Box 309, Kewadin MI 49648

Phone: (231)264-6612

Website: [www.miltontownshipmi.gov](http://www.miltontownshipmi.gov)

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

Chris Weinzapfel – Supervisor

Joe Renis – Trustee

Liz Atkinson – Treasurer

Bruce Veliquette – Trustee

Janet Beebe – Clerk

**B. Approval of the Agenda** – amendments presented at this time, then approved separately.

**C. Consent Agenda** (streamlining approval process with only one motion):

- i. Approve Draft Minutes of the Board Meeting on April 21, 2025
- ii. Approve Draft Minutes of the Special Board Meeting on April 24, 2025
- iii. Treasurer's Report – provided in packet
- iv. Approval of Bills to be paid – provided in packet

**D. 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 members' questions. The chair shall control the amount of time each person shall be allowed to speak, which shall not exceed three (3) minutes.

**E. Reports**

1. **Sheriff's Report** – Provided in packet
2. **Fire Department**
3. **EMS Report** – Provided in packet
4. **Zoning Report** –
5. **Planning Commission**
  - i. Fence ordinance update
  - ii. Permits with delinquent taxes ordinance
  - iii. STR ordinance
6. **County Commissioner**

7. **Library Report** – Provided in packet
8. **Unfinished Business**
  - i. Sewer District - update
9. **New Business**
  - i. Non action item- review/renewal of township investment policy.
  - ii. Non action item- MiClass investment pooling.
10. **Public Comment** – same guidelines as above apply.
11. **Board Comment**
13. **Scheduled Activities/ Future meetings**
  - i. Next board meeting is Monday, June 16, 2025 at 9:00 am
14. **Adjournment**

Draft  
Milton Township  
Meeting Minutes  
April 21, 2025

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

Members absent: None

Also present: Bill Hefferan, Sheriff Hoch, and six audience members.

Weinzapfel called the meeting to order at 9am and the Pledge was recited.

Consent Agenda:

1. Approve agenda as presented
2. Approve draft minutes of board meeting dated March 10, 2025
3. Approve Budget Hearing minutes dated March 19, 2025
4. Approve draft minutes of special board meeting on March 19, 2025
5. Approve draft minutes of the special board meeting on April 10, 2025
6. Treasurer's Report: Provided in packet
7. Approval of bills: Provided in packet

**Motion** to approve the consent agenda by Veliquette/ Atkinson.

Roll Call:

Beebe: Yes

Renis: Yes

Veliquette: Yes

Atkinson: Yes

Weinzapfel: Yes

**Motion carried** 5-0.

**Public Comment:**

None

**Sheriff's Report**

Presented by Sheriff Hoch – Department has undercover officer and CIs working on drug issues in Antrim County. Has confiscated meth and crack cocaine in recent busts. New uniforms for the officers will be used starting in May (less expensive than current uniforms). Class A uniforms will still be used in public functions.

**Fire Department Report**

Chief Ball prepared a report and Weinzapfel provided highlights – 8 calls for service in March. Still working on grants for equipment. Yearly physicals are set up for April and May.

**EMS Report**

As provided in the packet

### **Zoning Report**

As provided in the packet.

### **Planning Report**

As presented by B. Hefferan

Shoreline Protection Strip amendment is in process. Looking at fence ordinance, subcommittee to discuss in May meeting. Public Hearing scheduled for May for ordinance to prohibit permits with delinquent property taxes. Next meeting scheduled for May 7, 2025.

### **County Report**

As presented by B. Hefferan

Looking at how to spend money from recreational marijuana distribution funds. Also, considering options on how to spend opioid settlement funds. East side of county hit hard by ice storm but clean up mostly complete. Looking at Safety Building still. Enough signatures were certified on a petition to require a ballot proposal to proceed. Commissioner Hefferan is meeting with opposition to the safety building to discuss a compromise for a resolution.

### **Library Report**

As presented in the packet

### **Unfinished Business**

Still searching for a township attorney.

### **New Business**

#### **A. Budget Amendments:**

- a. Township Office budget for 2024-2025 amended to \$47,486.69 due to website change to .gov domain and new commercial grade side door.
- b. Ambulance budget for 2024-2025 amended to \$313,375 due to increase of 5 year contract and Mutual Aid to So. Torch Lake Fire.
- c. Utilities budget for 2024-2025 amended to \$2977.91 due to increase in utility rates.

**Motion** to approve budget amendments as present by Beebe/ Renis.

Roll Call:

Atkinson: yes

Beebe: yes

Renis: yes

Veliquette: yes

Weinzapfel: yes

**Motion carried 5-0.**

- B. FOIA Coordinator position – Resolution #2025-14, Andrea Krakow as FOIA Coordinator, amended to include a \$24/ hour wage for FOIA coordinator position.

**Motion** made to pass Resolution #2025-14 as amended by Atkinson/ Beebe.

Roll Call:

Atkinson: yes

Beebe: yes

Veliquette: yes

Renis: yes

Weinzapfel: yes

**Motion carried** 5-0. Resolution #2025-14 adopted.

- C. Sewer District – refer to attorney for clarification and direction for outstanding trunkage connection fees and possible Special Assessment.
- D. Deana Jardee – Paddle Antrim update – Paddle Antrim is 100-mile water trail with 84 access sites. Thanked Milton Township for their continued partnership. Looking at improvements and continued monitoring for signage and amenities. Recognized as Pure Michigan’s 1<sup>st</sup> water trail.
- E. Pam Williams – ERDL update. Looking at funding options for new library building, goal is half private donations (almost there) and half bond millage. Williams presented the updated community options with outreach and circulation. Working with the schools to provide opportunities for students and families. Food library is available at new site. Library open house May 18, 2025 at 2:00.
- F. Recording Equipment proposal – Review of proposal from AscomNorth for recording equipment to record future board meetings and download them on to website. Beebe reached out to another company, but received no response. Discussion on when to use and what equipment. Veliquette recommended the mutable mic option. Wireless options discussed, but unnecessary upgrade at this point. Beebe to make sure that equipment is compatible with a Zoom type format if we desire to go in that direction in the future.

**Motion** to approve up to \$7500 for recording equipment proposal from AscommNorth by Veliquette/ Atkinson.

Roll Call:

Veliquette: yes

Atkinson: yes

Renis: yes

Beebe: yes

Weinzapfel: yes

**Motion carried** 5-0.

Public Comment – none

Board Comment – Beebe reminded everyone that there is an election on May 6, 2025. Weinzapfel explained that the Waring Rd. access improvements with the DNR may be delayed due to the ice storm damage in March.

Next regular board meeting is Monday, May 19, 2025 at 9:00am.

Meeting adjourned by order of the chair at 10:13 am.

These minutes are subject to approval at the May 19, 2025 meeting. A copy of these minutes are available at [miltontownshipmi.gov](http://miltontownshipmi.gov).

Respectfully submitted,  
Janet Beebe, Clerk

Draft Minutes  
Milton Township Board  
Special Meeting  
Thursday, April 24, 2025

**Call to order** – meeting called to order and Pledge recited at 10:00am.

Present - Weinzapfel, Beebe, Atkinson, Veliquette, and Renis.

Also Zoning Administrator Sara Kopriva, Jackie Peterson, Attorney Vermetten, and 15 audience members.

**Agenda** amended to approve a public comment before proceeding.

**Motion** made by Atkinson/ Veliquette. **Motion carried** 5-0.

**Public Comment** – none

**STR update from zoning** – S. Kopriva and M. Vermetten presented a new STR ordinance with changes reflecting language clarification and new 1000 ft. buffer for STR placements. Discussion regarding enforcement. Neighbors must be able to report violations and able to testify in court. Cannot be anonymous since the attorney needs to verify facts in a courtroom. Discussed means of making that easier (website, possible hotline).

Concerns were brought up regarding the definition of “person.” Current language allows for one group to rent for longer periods of time with multiple guests cycling through over that time, creating a hotel type use. Also concerns regarding noise and resort type atmosphere (golf carts bringing amenities, shuttling guests to different locations, and funneling from off water properties to waterfront).

Discussion of special events and the definition. When they are held on the STR property, it is a blatant violation, but if people staying at STR are attending one off an STR site, it is a concern and still creates disruptions for the neighbors at the surrounding properties. Discussion of differentiating between private citizens having a one-time special event on their property vs. this potential commercial use, or multiple events in a year, is something the board needs to consider.

Discussion regarding the hiring of an enforcement office and what that would look like.

Public brought up question of how to know if STR has a permit or not. When to report and when not to report. Zoning reports have information and can be requested through a FOIA.

Members of the public brought up options and examples of other communities ending all STRs or capping the number allowed. Also, concerns from the point of STRs being owned by numerous LLCs and the lack of affordable housing.

S. Kopriva and M. Vermetten will continue working on this and bring back ordinance with some recommended changes and clarifications, per these discussions and board direction.

**Land Division Ordinance Review** – A. Jenema and S. Kopriva presented Land Division Ordinance from 1997 and the changes they recommend to make it compliant with the laws that have changed. Some language was cleaned up/ clarified. Also explained that moving forward with land divisions, the board may want to use a title company due to some problems at how land divisions have happened in the last 28 years.

Discussion on how to proceed. New ordinance will be posted online for public to review and it will be discussed at our regular May Board Meeting.

**Public Comment** – none.

**Adjourned** by order of the chair at 11:51.

These minutes are subject to approval at the next regular board meeting on May 19, 2025 and can be found online at [www.MiltonTownshipMI.gov](http://www.MiltonTownshipMI.gov).

Respectfully submitted,

Janet Beebe, Township Clerk



GL NUMBER	DESCRIPTION	2024-25 ACTIVITY	2025-26 ACTIVITY THRU 04/30/25	2025-26 ORIGINAL BUDGET
ESTIMATED REVENUES				
Dept 000				
101-000-402	CURRENT TAX COLLECT	461,680.65		450,512.39
101-000-407	DEL. TAX COLLECTION	3,241.25		
101-000-412	DELINQ. PERS. PROP.			
101-000-413	OVER/SHORT			
101-000-445	PTAF 3% PENALTY	1,759.21		1,500.00
101-000-447	PTAF 1%	140,265.98		137,107.71
101-000-476	ZONING PERMITS	17,105.00	2,176.00	15,000.00
101-000-573	LOCAL COMMUNITY STABILIZATION SHA	459.90		500.00
101-000-574	STATE SHARE REVENUE	251,304.00	41,813.00	252,692.00
101-000-607	LAND DIVISION & PUBLIC HEARINGS	250.00		500.00
101-000-645	CABLE TV FRANCHISE FEES	44,001.81		48,000.00
101-000-646	STAX COLLECTION FEE	5,370.75		5,500.00
101-000-664	INTEREST-TAX ACCT.			
101-000-665	INTEREST EARNED	35,406.06	4,398.10	30,000.00
101-000-666	INTEREST-CD	43,778.97	3,060.80	40,000.00
101-000-667	RENTALS- OLD TOWN HALL	3,250.00	250.00	2,000.00
101-000-668	ROYALTIES	1,175.74	200.95	1,500.00
101-000-669	LIBRARY MILLAGE	14,055.48		
101-000-670	TOWER LEASE	22,055.39	1,869.56	22,000.00
101-000-671	ROAD MILLAGE	336,327.76		328,564.61
101-000-672	AMBULANCE MILLAGE	365,155.97		356,727.48
101-000-673	SALE OF FIXED ASSET	7,800.00		5,000.00
101-000-674	MISC. REVENUE	207.44		500.00
101-000-675	DONATIONS	1,677.00		
101-000-676	REIMBURSEMENTS	2,426.56		
101-000-677	REIMB. ZONING	51.00		1,000.00
101-000-678	REIMBURSEMENTS-ELECTION	17,915.42		
101-000-679	SHORT TERM RENTAL ANNUAL FEE	5,400.00		5,000.00
101-000-687	REFUND / REBATES	591.90		
101-000-699	OTHER FUND TRANSFER			
Totals for dept 000 -		1,782,713.24	53,768.41	1,703,604.19
TOTAL ESTIMATED REVENUES		1,782,713.24	53,768.41	1,703,604.19

GL NUMBER	DESCRIPTION	2024-25 ACTIVITY	2025-26 ACTIVITY THRU 04/30/25	2025-26 ORIGINAL BUDGET
APPROPRIATIONS				
Dept 101 - TOWNSHIP BOARD				
101-101-702	SALARY-TOWNSHIP BOARD	10,677.87	1,238.82	12,500.00
101-101-703	SALARY-CLERICAL	1,540.00	337.50	2,000.00
101-101-704	FICA (SS/MED)	913.37	120.59	1,200.00
101-101-706	PENSION - VANGUARD	703.92	60.14	750.00
101-101-723	MEMBERSHIP	7,318.00		8,000.00
101-101-727	SUPPLIES	557.30		1,000.00
101-101-801	LEGAL FEES/PROF SERVICES	50,234.51		45,000.00
101-101-802	AUDIT/CONTRACTS	16,406.00	143.00	30,000.00
101-101-860	MILEAGE			
101-101-900	PUBLISHING	5,256.55		8,000.00
101-101-956	OTHER EXPENSE/TAX TRIBUNALS	194.05	22.25	1,500.00
101-101-960	EDUCATION			
101-101-975	LAND			
101-101-977	EQUIPMENT			
Totals for dept 101 - TOWNSHIP BOARD		93,801.57	1,922.30	109,950.00
Dept 171 - SUPERVISOR				
101-171-702	SALARY-SUPERVISOR	31,942.68	2,794.99	33,539.87
101-171-704	FICA (SS/MED)	3,008.43	262.59	3,667.40
101-171-705	HEALTH INSURANCE	7,383.20	637.60	14,400.00
101-171-706	PENSION - VANGUARD	3,194.28	279.50	3,579.86
101-171-860	MILEAGE			100.00
101-171-960	EDUCATION	242.28		2,000.00
101-171-977	EQUIPMENT			2,000.00
Totals for dept 171 - SUPERVISOR		45,770.87	3,974.68	59,287.13
Dept 191 - ELECTION				
101-191-702	SALARY-ELECTION	16,105.00		8,000.00
101-191-704	FICA (SOCIAL SEC/MEDICARE)	1,232.01		612.00
101-191-727	SUPPLIES	4,820.56	5.96	3,000.00
101-191-801	LEGAL FEES/PROF SERVICES	990.00		500.00
101-191-860	MILEAGE	889.08		500.00
101-191-900	PUBLISHING	824.18		4,000.00
101-191-956	OTHER EXPENSE			500.00
101-191-960	EDUCATION	225.00		325.00
101-191-977	EQUIPMENT/SUPPLIES	629.65		2,500.00
Totals for dept 191 - ELECTION		25,715.48	5.96	19,937.00
Dept 209 - ASSESSOR				
101-209-702	SALARY-ASSESSOR	41,871.00	3,576.48	42,917.79
101-209-704	FICA (SOCIAL SEC/MEDICARE)	2,378.78	185.93	3,283.21
101-209-705	HEALTH INSURANCE	17,060.09	1,200.00	14,400.00
101-209-706	PENSION - VANGUARD	4,187.16	357.65	4,291.78
101-209-727	SUPPLIES	262.78		500.00
101-209-728	POSTAGE	2,598.18		3,000.00
101-209-801	LEGAL FEES/PROF SERVICES			5,000.00
101-209-802	DATA PROCES/CONTRAC	2,534.20	1,249.85	5,000.00
101-209-977	EQUIPMENT			
Totals for dept 209 - ASSESSOR		70,892.19	6,569.91	78,392.78
Dept 215 - CLERK				
101-215-702	SALARY-CLERK	34,066.20	3,292.09	39,505.11
101-215-703	SALARY DEPUTY	14,179.00	1,659.00	15,600.00
101-215-704	FICA (SOCIAL SEC/MEDICARE)	3,690.76	378.77	4,215.54
101-215-705	HEALTH INSURANCE			14,400.00
101-215-706	PENSION - VANGUARD	3,406.68	329.21	3,950.52
101-215-723	MEMBERSHIP			200.00
101-215-727	SUPPLIES	1,169.83		1,200.00
101-215-802	CONTRACTS/DATA PROCESSING	1,269.00		500.00
101-215-860	MILEAGE	158.66		100.00
101-215-956	OTHER EXPENSE	175.00		200.00
101-215-960	EDUCATION	500.00	25.00	300.00
101-215-977	EQUIPMENT	1,726.54		1,600.00
Totals for dept 215 - CLERK		60,341.67	5,684.07	81,771.17
Dept 247 - BOARD OF REVIEW				
101-247-702	SALARY-BOARD OF REVIEW	2,437.50	1,500.00	3,000.00
101-247-704	FICA (SOCIAL SEC/MEDICARE)	178.81	114.75	229.50
101-247-727	SUPPLIES			200.00
101-247-860	MILEAGE			50.00
101-247-900	PUBLISHING	404.25		150.00
101-247-956	OTHER EXPENSE	170.89		150.00
101-247-960	EDUCATION			
Totals for dept 247 - BOARD OF REVIEW		3,191.45	1,614.75	3,779.50

GL NUMBER	DESCRIPTION	2024-25 ACTIVITY	2025-26 ACTIVITY THRU 04/30/25	2025-26 ORIGINAL BUDGET
APPROPRIATIONS				
Dept 253 - TREASURER				
101-253-702	SALARY-TREASURER	38,541.60	3,292.09	39,505.11
101-253-703	SALARY DEPUTY	11,418.00		17,056.00
101-253-704	FICA (SOCIAL SEC/MEDICARE)	4,407.48	322.18	5,223.05
101-253-705	HEALTH INSURANCE	10,727.19	919.27	14,400.00
101-253-706	PENSION - VANGUARD	3,854.16	329.21	3,950.52
101-253-727	POSTAGE/SUPPLIES	3,446.13		4,000.00
101-253-802	DATA PROCESSING	4,404.86	960.00	6,000.00
101-253-860	MILEAGE			50.00
101-253-900	PUBLISHING			
101-253-956	OTHER EXPENSE	72.00		100.00
101-253-960	EDUCATION			100.00
101-253-977	EQUIPMENT	1,624.95		500.00
Totals for dept 253 - TREASURER		78,496.37	5,822.75	90,884.68
Dept 265 - OLD TOWNSHIP HALL				
101-265-702	SALARY-OLD TOWN HALL	1,200.00	150.00	2,500.00
101-265-704	FICA (SOCIAL SEC/MEDICARE)	103.28	11.48	137.70
101-265-727	SUPPLIES	330.81		300.00
101-265-920	UTILITIES	2,895.24	271.19	3,200.00
101-265-930	REPAIR/MAINTENANCE	13,708.00		20,000.00
101-265-956	MISC.- EXPENSE/DEPOSIT REFUNDS	950.00	200.00	
101-265-977	EQUIPMENT			2,500.00
Totals for dept 265 - OLD TOWNSHIP HALL		19,187.33	632.67	28,637.70
Dept 268 - TOWNSHIP OFFICE				
101-268-702	SALARY-TOWNSHIP OFFICE	9,887.92	2,278.22	14,000.00
101-268-704	FICA (SOCIAL SEC/MEDICARE)	980.05	174.29	1,071.00
101-268-727	SUPPLIES	3,047.32	304.31	5,000.00
101-268-802	CONTRACTS	11,283.15	13,194.91	7,000.00
101-268-850	PHONE/FAX	3,165.96	159.66	3,500.00
101-268-851	INTERNET/WEB HOST	2,309.96	130.00	2,500.00
101-268-920	UTILITIES	4,882.31	471.69	4,000.00
101-268-930	REPAIR/MAINTENANCE	11,680.03		4,500.00
101-268-956	OTHER EXPENSE	249.99	36.00	500.00
101-268-959	BOR/TAX TRIBUNALS			
101-268-977	EQUIPMENT			
Totals for dept 268 - TOWNSHIP OFFICE		47,486.69	16,749.08	42,071.00
Dept 276 - CEMETERY				
101-276-702	SALARY-CEMETERY MAINT.	2,016.96	172.29	2,067.44
101-276-703	SALARY-CEMETERY SEXTON	1,670.00		1,711.75
101-276-704	FICA (SOCIAL SEC/MEDICARE)	282.08	13.18	290.00
101-276-727	SUPPLIES	2,002.82		250.00
101-276-801	LEGAL FEES/PROF SERVICES	1,930.50		
101-276-802	CONTRACTS/DATA PROCESSING		385.00	500.00
101-276-920	UTILITIES	375.46	28.69	400.00
101-276-930	REPAIR/MAINTENANCE	496.81		7,000.00
101-276-956	OTHER EXPENSE	25.00		500.00
101-276-975	LAND			
101-276-977	EQUIPMENT	624.99		
Totals for dept 276 - CEMETERY		9,424.62	599.16	12,719.19
Dept 410 - ZONING				
101-410-702	SALARY-ZONING	11,244.00	1,230.00	14,000.00
101-410-703	SALARY-PLANNING/ZBA	10,145.96	1,225.00	15,000.00
101-410-704	FICA (SOCIAL SEC/MEDICARE)	1,643.95	187.82	2,102.22
101-410-705	HEALTH INSURANCE			
101-410-706	PENSION - VANGUARD			
101-410-723	MAGAZINES/MEMBERSHIPS			50.00
101-410-727	SUPPLIES	719.62		500.00
101-410-801	LEGAL FEES	19,797.50	11,347.50	30,000.00
101-410-802	CONTRACTS/CONSULTANTS	40,835.79	2,061.25	30,000.00
101-410-860	MILEAGE	335.48		1,200.00
101-410-900	PUBLISHING	2,947.31		2,500.00
101-410-956	OTHER EXPENSE	2,000.00	1,000.00	200.00
101-410-960	EDUCATION	225.00		3,000.00
101-410-977	EQUIPMENT	1,126.85		1,000.00
Totals for dept 410 - ZONING		91,021.46	17,051.57	99,552.22
Dept 434 - AMBULANCE				
101-434-802	AMBULANCE	301,875.00	732.00	341,250.00
101-434-803	CONTRACTS/MUTUTAL AID	11,500.00		11,500.00
Totals for dept 434 - AMBULANCE		313,375.00	732.00	352,750.00
Dept 446 - ROADS				

GL NUMBER	DESCRIPTION	2024-25 ACTIVITY	2025-26 ACTIVITY THRU 04/30/25	2025-26 ORIGINAL BUDGET
APPROPRIATIONS				
Dept 446 - ROADS				
101-446-930	ROADS	173,852.37	213,000.00	350,000.00
Totals for dept 446 - ROADS		173,852.37	213,000.00	350,000.00
Dept 448 - STREET & TRAFFIC LIGHTS				
101-448-920	UTILITIES	2,977.91	251.06	3,000.00
Totals for dept 448 - STREET & TRAFFIC LIGHTS		2,977.91	251.06	3,000.00
Dept 529 - RECYCLING/CLEAN UP DAYS				
101-529-802	CLEAN UP DAY	38,458.75		50,000.00
101-529-804	RECYCLING CENTER	4,964.87	109.99	5,000.00
Totals for dept 529 - RECYCLING/CLEAN UP DAYS		43,423.62	109.99	55,000.00
Dept 751 - ACCESSES				
101-751-702	SALARY-ACCESSES	2,301.00	196.54	2,358.54
101-751-704	FICA (SOCIAL SEC/MEDICARE)	176.03	15.04	180.43
101-751-727	SUPPLIES			200.00
101-751-801	LEGAL FEES/PROF SERVICES			2,000.00
101-751-802	CONTRACTS			
101-751-930	REPAIR/MAINTENANCE	3,414.92		10,000.00
101-751-956	OTHER EXPENSE			
101-751-975	LAND			
101-751-977	EQUIPMENT			
Totals for dept 751 - ACCESSES		5,891.95	211.58	14,738.97
Dept 752 - PARKS				
101-752-702	SALARY-PARKS	23,652.00	2,020.27	24,243.26
101-752-704	FICA (SOCIAL SEC/MEDICARE)	2,291.67	194.75	2,956.21
101-752-705	HEALTH INSURANCE	4,305.60	358.80	14,400.00
101-752-706	PENSION - VANGUARD	3,751.80	320.47	3,845.61
101-752-722	GAS ALLOWANCE	2,000.04	166.67	2,000.00
101-752-727	SUPPLIES	571.81	160.57	2,000.00
101-752-802	CONSULTANTS/PROF SERVICES	346.00		1,000.00
101-752-920	UTILITIES	2,840.50	128.77	5,000.00
101-752-930	REPAIR/MAINTENANCE	106,702.06		15,000.00
101-752-956	OTHER EXPENSE			5,000.00
101-752-971	CAPITAL OUTLAY			
101-752-975	LAND			
101-752-978	FIXED ASSETS	6,836.00	4,524.00	5,000.00
Totals for dept 752 - PARKS		153,297.48	7,874.30	80,445.08
Dept 790 - LIBRARY				
101-790-803	LIBRARY MILLAGE	5,654.30	8,401.18	
Totals for dept 790 - LIBRARY		5,654.30	8,401.18	
Dept 862 - EMPLOYER EXPENSE				
101-862-717	UNEMPLOYMENT			
Totals for dept 862 - EMPLOYER EXPENSE				
Dept 865 - INSURANCE				
101-865-910	LIABILITY INSURANCE	40,593.00		45,000.00
Totals for dept 865 - INSURANCE		40,593.00		45,000.00
Dept 965 - TRANSFERS				
101-965-999	TRANSFER TO OTHER FUNDS			
Totals for dept 965 - TRANSFERS				
Dept 970 - MISCELLANEOUS				
101-970-890	CONTINGENCY			25,000.00
101-970-975	LAND			
101-970-977	CAPITAL OUTLAY			
Totals for dept 970 - MISCELLANEOUS				25,000.00
TOTAL APPROPRIATIONS		1,284,395.33	291,207.01	1,552,916.42
NET OF REVENUES/APPROPRIATIONS - FUND 101		498,317.91	(237,438.60)	150,687.77
BEGINNING FUND BALANCE		2,332,429.57	2,830,747.48	2,830,747.48
ENDING FUND BALANCE		2,830,747.48	2,593,308.88	2,981,435.25

User: Liz

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

DB: Milton Township

TRANSACTIONS FROM 04/01/2025 TO 04/30/2025

JE #	Date	Description	Reference #	OFFSETTING GL	DEBIT	CREDIT
101-101-702 SALARY-TOWNSHIP BOARD						
Journal PR: Payroll						
16703	04/04/2025	APRIL PAYROLL	1406	Multiple	931.32	
16703	04/04/2025	APRIL PAYROLL	1406	Multiple	307.50	
Journal Totals					1,238.82	0.00
Totals for 101-101-702					1,238.82	0.00

Balance 04/01/25: 0.00  
 Net Change: 1,238.82  
 Balance 04/30/25: 1,238.82

101-101-703 SALARY-CLERICAL						
Journal PR: Payroll						
16703	04/04/2025	APRIL PAYROLL	1406	Multiple	337.50	
Journal Totals					337.50	0.00
Totals for 101-101-703					337.50	0.00

Balance 04/01/25: 0.00  
 Net Change: 337.50  
 Balance 04/30/25: 337.50

101-101-704 FICA (SS/MED)						
Journal PR: Payroll						
16703	04/04/2025	APRIL PAYROLL	1406	Multiple	97.07	
16703	04/04/2025	APRIL PAYROLL	1406	Multiple	23.52	
Journal Totals					120.59	0.00
Totals for 101-101-704					120.59	0.00

Balance 04/01/25: 0.00  
 Net Change: 120.59  
 Balance 04/30/25: 120.59

101-101-706 PENSION - VANGUARD						
Journal GJ: General Journal						
16704	04/02/2025	ASCENSUS (VANGUARD)	1407	Multiple	30.07	
16704	04/02/2025	ASCENSUS (VANGUARD)	1407	Multiple	30.07	
Journal Totals					60.14	0.00
Totals for 101-101-706					60.14	0.00

Balance 04/01/25: 0.00  
 Net Change: 60.14  
 Balance 04/30/25: 60.14

101-101-802 AUDIT/CONTRACTS						
Journal PR: Payroll						
16703	04/04/2025	APRIL PAYROLL	1406	Multiple	143.00	
Journal Totals					143.00	0.00
Totals for 101-101-802					143.00	0.00

Balance 04/01/25: 0.00  
 Net Change: 143.00  
 Balance 04/30/25: 143.00

101-101-956 OTHER EXPENSE/TAX TRIBUNALS						
Journal AP: Accounts Payable						
16707	04/03/2025	Antrim County Treasurer	3-23-2025	101-000-202	22.25	
Journal Totals					22.25	0.00
Totals for 101-101-956					22.25	0.00

Balance 04/01/25: 0.00  
 Net Change: 22.25  
 Balance 04/30/25: 22.25

101-171-702 SALARY-SUPERVISOR						
Journal PR: Payroll						
16703	04/04/2025	APRIL PAYROLL	1406	Multiple	2,794.99	

User: Liz

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

DB: Milton Township

TRANSACTIONS FROM 04/01/2025 TO 04/30/2025

JE #	Date	Description	Reference #	OFFSETTING GL	DEBIT	CREDIT
101-171-702 SALARY-SUPERVISOR						
Journal PR: Payroll						
Journal Totals					2,794.99	0.00
Totals for 101-171-702					2,794.99	0.00
Balance 04/01/25:				0.00		
Net Change:				2,794.99		
Balance 04/30/25:				2,794.99		

101-171-704 FICA (SS/MED)						
Journal PR: Payroll						
16703	04/04/2025	APRIL PAYROLL	1406	Multiple	262.59	
Journal Totals					262.59	0.00
Totals for 101-171-704					262.59	0.00
Balance 04/01/25:				0.00		
Net Change:				262.59		
Balance 04/30/25:				262.59		

101-171-705 HEALTH INSURANCE						
Journal PR: Payroll						
16703	04/04/2025	APRIL PAYROLL	1406	Multiple	637.60	
Journal Totals					637.60	0.00
Totals for 101-171-705					637.60	0.00
Balance 04/01/25:				0.00		
Net Change:				637.60		
Balance 04/30/25:				637.60		

101-171-706 PENSION - VANGUARD						
Journal GJ: General Journal						
16704	04/02/2025	ASCENSUS (VANGUARD)	1407	Multiple	279.50	
Journal Totals					279.50	0.00
Totals for 101-171-706					279.50	0.00
Balance 04/01/25:				0.00		
Net Change:				279.50		
Balance 04/30/25:				279.50		

101-191-727 SUPPLIES						
Journal AP: Accounts Payable						
16705	04/03/2025	ANDREA KRAKOW	5-6 ELECTION PO 101-000-202		5.96	
Journal Totals					5.96	0.00
Totals for 101-191-727					5.96	0.00
Balance 04/01/25:				0.00		
Net Change:				5.96		
Balance 04/30/25:				5.96		

101-209-702 SALARY-ASSESSOR						
Journal PR: Payroll						
16703	04/04/2025	APRIL PAYROLL	1406	Multiple	3,576.48	
Journal Totals					3,576.48	0.00
Totals for 101-209-702					3,576.48	0.00
Balance 04/01/25:				0.00		
Net Change:				3,576.48		
Balance 04/30/25:				3,576.48		

101-209-704 FICA (SOCIAL SEC/MEDICARE)						
Journal PR: Payroll						
16703	04/04/2025	APRIL PAYROLL	1406	Multiple	185.93	
Journal Totals					185.93	0.00

User: Liz

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

DB: Milton Township

TRANSACTIONS FROM 04/01/2025 TO 04/30/2025

JE #	Date	Description	Reference #	OFFSETING GL	DEBIT	CREDIT
101-209-704 FICA (SOCIAL SEC/MEDICARE)						
Totals for 101-209-704					185.93	0.00
		Balance 04/01/25:		0.00		
		Net Change:		185.93		
		Balance 04/30/25:		185.93		
101-209-705 HEALTH INSURANCE						
Journal AP: Accounts Payable						
16789	04/17/2025	DELTA DENTAL	MBR0000254004	101-000-202	32.67	
16808	04/25/2025	Priority Health	251060018195	101-000-202	2,313.39	
Journal Totals					2,346.06	0.00
Journal PR: Payroll						
16703	04/04/2025	APRIL PAYROLL	1406	Multiple		1,146.06
Journal Totals					0.00	1,146.06
Totals for 101-209-705					2,346.06	1,146.06
		Balance 04/01/25:		0.00		
		Net Change:		1,200.00		
		Balance 04/30/25:		1,200.00		
101-209-706 PENSION - VANGUARD						
Journal GJ: General Journal						
16704	04/02/2025	ASCENSUS (VANGUARD)	1407	Multiple	357.65	
Journal Totals					357.65	0.00
Totals for 101-209-706					357.65	0.00
		Balance 04/01/25:		0.00		
		Net Change:		357.65		
		Balance 04/30/25:		357.65		
101-209-802 DATA PROCES/CONTRAC						
Journal AP: Accounts Payable						
16739	04/10/2025	Antrim County Treasurer	6092	101-000-202	119.85	
16801	04/25/2025	BS & A Software	160464	Multiple	1,130.00	
Journal Totals					1,249.85	0.00
Totals for 101-209-802					1,249.85	0.00
		Balance 04/01/25:		0.00		
		Net Change:		1,249.85		
		Balance 04/30/25:		1,249.85		
101-215-702 SALARY-CLERK						
Journal PR: Payroll						
16703	04/04/2025	APRIL PAYROLL	1406	Multiple	3,292.09	
Journal Totals					3,292.09	0.00
Totals for 101-215-702					3,292.09	0.00
		Balance 04/01/25:		0.00		
		Net Change:		3,292.09		
		Balance 04/30/25:		3,292.09		
101-215-703 SALARY DEPUTY						
Journal PR: Payroll						
16703	04/04/2025	APRIL PAYROLL	1406	Multiple	1,659.00	
Journal Totals					1,659.00	0.00
Totals for 101-215-703					1,659.00	0.00
		Balance 04/01/25:		0.00		
		Net Change:		1,659.00		
		Balance 04/30/25:		1,659.00		
101-215-704 FICA (SOCIAL SEC/MEDICARE)						
Journal PR: Payroll						
16703	04/04/2025	APRIL PAYROLL	1406	Multiple	378.77	
Journal Totals					378.77	0.00

User: Liz

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

DB: Milton Township

TRANSACTIONS FROM 04/01/2025 TO 04/30/2025

JE #	Date	Description	Reference #	OFFSETTING GL	DEBIT	CREDIT
101-215-704 FICA (SOCIAL SEC/MEDICARE)						
Totals for 101-215-704					378.77	0.00
Balance 04/01/25:				0.00		
Net Change:				378.77		
Balance 04/30/25:				378.77		

101-215-706 PENSION - VANGUARD						
Journal GJ: General Journal						
16704	04/02/2025	ASCENSUS (VANGUARD)	1407	Multiple	329.21	
Journal Totals					329.21	0.00
Totals for 101-215-706					329.21	0.00
Balance 04/01/25:				0.00		
Net Change:				329.21		
Balance 04/30/25:				329.21		

101-215-960 EDUCATION						
Journal AP: Accounts Payable						
16806	04/25/2025	JANET BEEBE	4-22-2025	101-000-202	25.00	
Journal Totals					25.00	0.00
Totals for 101-215-960					25.00	0.00
Balance 04/01/25:				0.00		
Net Change:				25.00		
Balance 04/30/25:				25.00		

101-247-702 SALARY-BOARD OF REVIEW						
Journal PR: Payroll						
16703	04/04/2025	APRIL PAYROLL	1406	Multiple	1,500.00	
Journal Totals					1,500.00	0.00
Totals for 101-247-702					1,500.00	0.00
Balance 04/01/25:				0.00		
Net Change:				1,500.00		
Balance 04/30/25:				1,500.00		

101-247-704 FICA (SOCIAL SEC/MEDICARE)						
Journal PR: Payroll						
16703	04/04/2025	APRIL PAYROLL	1406	Multiple	114.75	
Journal Totals					114.75	0.00
Totals for 101-247-704					114.75	0.00
Balance 04/01/25:				0.00		
Net Change:				114.75		
Balance 04/30/25:				114.75		

101-253-702 SALARY-TREASURER						
Journal PR: Payroll						
16703	04/04/2025	APRIL PAYROLL	1406	Multiple	3,292.09	
Journal Totals					3,292.09	0.00
Totals for 101-253-702					3,292.09	0.00
Balance 04/01/25:				0.00		
Net Change:				3,292.09		
Balance 04/30/25:				3,292.09		

101-253-704 FICA (SOCIAL SEC/MEDICARE)						
Journal PR: Payroll						
16703	04/04/2025	APRIL PAYROLL	1406	Multiple	322.18	
Journal Totals					322.18	0.00



User: Liz

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

DB: Milton Township

TRANSACTIONS FROM 04/01/2025 TO 04/30/2025

JE #	Date	Description	Reference #	OFFSETTING GL	DEBIT	CREDIT
101-253-704 FICA (SOCIAL SEC/MEDICARE)						
Totals for 101-253-704					322.18	0.00
		Balance 04/01/25:		0.00		
		Net Change:		322.18		
		Balance 04/30/25:		322.18		
101-253-705 HEALTH INSURANCE						
Journal PR: Payroll						
16703	04/04/2025	APRIL PAYROLL	1406	Multiple	919.27	
Journal Totals					919.27	0.00
Totals for 101-253-705					919.27	0.00
		Balance 04/01/25:		0.00		
		Net Change:		919.27		
		Balance 04/30/25:		919.27		
101-253-706 PENSION - VANGUARD						
Journal GJ: General Journal						
16704	04/02/2025	ASCENSUS (VANGUARD)	1407	Multiple	329.21	
Journal Totals					329.21	0.00
Totals for 101-253-706					329.21	0.00
		Balance 04/01/25:		0.00		
		Net Change:		329.21		
		Balance 04/30/25:		329.21		
101-253-802 DATA PROCESSING						
Journal AP: Accounts Payable						
16801	04/25/2025	BS & A Software	160464	Multiple	960.00	
Journal Totals					960.00	0.00
Totals for 101-253-802					960.00	0.00
		Balance 04/01/25:		0.00		
		Net Change:		960.00		
		Balance 04/30/25:		960.00		
101-265-702 SALARY-OLD TOWN HALL						
Journal PR: Payroll						
16703	04/04/2025	APRIL PAYROLL	1406	Multiple	150.00	
Journal Totals					150.00	0.00
Totals for 101-265-702					150.00	0.00
		Balance 04/01/25:		0.00		
		Net Change:		150.00		
		Balance 04/30/25:		150.00		
101-265-704 FICA (SOCIAL SEC/MEDICARE)						
Journal PR: Payroll						
16703	04/04/2025	APRIL PAYROLL	1406	Multiple	11.48	
Journal Totals					11.48	0.00
Totals for 101-265-704					11.48	0.00
		Balance 04/01/25:		0.00		
		Net Change:		11.48		
		Balance 04/30/25:		11.48		
101-265-920 UTILITIES						
Journal AP: Accounts Payable						
16710	04/03/2025	DTE Energy	3-25-2025	Multiple	148.66	
16754	04/10/2025	VILLAGE OF ELK RAPIDS	4-10-2025	Multiple	54.25	
16787	04/17/2025	Consumers Energy	4-17-2025	Multiple	68.28	
Journal Totals					271.19	0.00

User: Liz

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

DB: Milton Township

TRANSACTIONS FROM 04/01/2025 TO 04/30/2025

JE #	Date	Description	Reference #	OFFSETTING GL	DEBIT	CREDIT
101-265-920 UTILITIES						
Totals for 101-265-920					271.19	0.00
		Balance 04/01/25:		0.00		
		Net Change:		271.19		
		Balance 04/30/25:		271.19		
101-265-956 MISC. EXPENSE/DEPOSIT REFUNDS						
Journal AP: Accounts Payable						
16731	04/03/2025	ARIANA HERNANDEZ	DEPOSIT	101-000-202	100.00	
16807	04/25/2025	LEE POWERS	4.19.2025	101-000-202	100.00	
Journal Totals					200.00	0.00
Totals for 101-265-956					200.00	0.00
		Balance 04/01/25:		0.00		
		Net Change:		200.00		
		Balance 04/30/25:		200.00		
101-268-702 SALARY-TOWNSHIP OFFICE						
Journal PR: Payroll						
16703	04/04/2025	APRIL PAYROLL	1406	Multiple	420.92	
16703	04/04/2025	APRIL PAYROLL	1406	Multiple	1,857.30	
Journal Totals					2,278.22	0.00
Totals for 101-268-702					2,278.22	0.00
		Balance 04/01/25:		0.00		
		Net Change:		2,278.22		
		Balance 04/30/25:		2,278.22		
101-268-704 FICA (SOCIAL SEC/MEDICARE)						
Journal PR: Payroll						
16703	04/04/2025	APRIL PAYROLL	1406	Multiple	142.09	
16703	04/04/2025	APRIL PAYROLL	1406	Multiple	32.20	
Journal Totals					174.29	0.00
Totals for 101-268-704					174.29	0.00
		Balance 04/01/25:		0.00		
		Net Change:		174.29		
		Balance 04/30/25:		174.29		
101-268-727 SUPPLIES						
Journal AP: Accounts Payable						
16719	04/03/2025	STAPLES	7004650253	Multiple	183.15	
16753	04/10/2025	Village Market - Elk Rapids	4-1-2025	101-000-202	45.34	
16791	04/17/2025	LIZ ATKINSON	4-15-2025	101-000-202	21.16	
16822	04/29/2025	STAPLES	7005057515	101-000-202	54.66	
Journal Totals					304.31	0.00
Totals for 101-268-727					304.31	0.00
		Balance 04/01/25:		0.00		
		Net Change:		304.31		
		Balance 04/30/25:		304.31		
101-268-802 CONTRACTS						
Journal AP: Accounts Payable						
16772	04/15/2025	CANON FINANCIAL SERVICES	40076160	101-000-202	68.69	
16775	04/15/2025	GFL ENVIRONMENTAL	0068999012	101-000-202	94.17	
16776	04/15/2025	Great Lakes Business Systems	SC105415	101-000-202	162.82	
16790	04/17/2025	Great Lakes Business Systems	C8999	101-000-202	3,789.73	
16801	04/25/2025	BS & A Software	160464	Multiple	4,066.00	
16809	04/25/2025	VC3 INC	VC3-197517	101-000-202	213.50	
16823	04/29/2025	VC3 INC	VC3-200079	101-000-202	4,800.00	
Journal Totals					13,194.91	0.00

User: Liz

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

DB: Milton Township

TRANSACTIONS FROM 04/01/2025 TO 04/30/2025

JE #	Date	Description	Reference #	OFFSETTING GL	DEBIT	CREDIT
101-268-802 CONTRACTS						
Totals for 101-268-802					13,194.91	0.00
		Balance 04/01/25:		0.00		
		Net Change:		13,194.91		
		Balance 04/30/25:		13,194.91		
101-268-850 PHONE/FAX						
Journal AP: Accounts Payable						
16743	04/10/2025	FIRST COMMUNICATIONS, LLC.	127824485	101-000-202	159.66	
Journal Totals					159.66	0.00
Totals for 101-268-850					159.66	0.00
		Balance 04/01/25:		0.00		
		Net Change:		159.66		
		Balance 04/30/25:		159.66		
101-268-851 INTERNET/WEB HOST						
Journal AP: Accounts Payable						
16773	04/15/2025	CHARTER COMMUNICATIONS	005307301040725	101-000-202	130.00	
Journal Totals					130.00	0.00
Totals for 101-268-851					130.00	0.00
		Balance 04/01/25:		0.00		
		Net Change:		130.00		
		Balance 04/30/25:		130.00		
101-268-920 UTILITIES						
Journal AP: Accounts Payable						
16710	04/03/2025	DTE Energy	3-25-2025	Multiple	183.41	
16787	04/17/2025	Consumers Energy	4-17-2025	Multiple	288.28	
Journal Totals					471.69	0.00
Totals for 101-268-920					471.69	0.00
		Balance 04/01/25:		0.00		
		Net Change:		471.69		
		Balance 04/30/25:		471.69		
101-268-956 OTHER EXPENSE						
Journal AP: Accounts Payable						
16706	04/03/2025	Antrim County Review	2025-2026	101-000-202	36.00	
Journal Totals					36.00	0.00
Totals for 101-268-956					36.00	0.00
		Balance 04/01/25:		0.00		
		Net Change:		36.00		
		Balance 04/30/25:		36.00		
101-276-702 SALARY-CEMETERY MAINT.						
Journal PR: Payroll						
16703	04/04/2025	APRIL PAYROLL	1406	Multiple	172.29	
Journal Totals					172.29	0.00
Totals for 101-276-702					172.29	0.00
		Balance 04/01/25:		0.00		
		Net Change:		172.29		
		Balance 04/30/25:		172.29		
101-276-704 FICA (SOCIAL SEC/MEDICARE)						
Journal PR: Payroll						
16703	04/04/2025	APRIL PAYROLL	1406	Multiple	13.18	
Journal Totals					13.18	0.00

User: Liz

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

DB: Milton Township

TRANSACTIONS FROM 04/01/2025 TO 04/30/2025

JE #	Date	Description	Reference #	OFFSETTING GL	DEBIT	CREDIT
101-276-704 FICA (SOCIAL SEC/MEDICARE)						
Totals for 101-276-704					13.18	0.00
		Balance 04/01/25:		0.00		
		Net Change:		13.18		
		Balance 04/30/25:		13.18		
101-276-802 CONTRACTS/DATA PROCESSING						
Journal AP: Accounts Payable						
16801	04/25/2025	BS & A Software	160464	Multiple	385.00	
		Journal Totals			385.00	0.00
Totals for 101-276-802					385.00	0.00
		Balance 04/01/25:		0.00		
		Net Change:		385.00		
		Balance 04/30/25:		385.00		
101-276-920 UTILITIES						
Journal AP: Accounts Payable						
16787	04/17/2025	Consumers Energy	4-17-2025	Multiple	28.69	
		Journal Totals			28.69	0.00
Totals for 101-276-920					28.69	0.00
		Balance 04/01/25:		0.00		
		Net Change:		28.69		
		Balance 04/30/25:		28.69		
101-410-702 SALARY-ZONING						
Journal PR: Payroll						
16703	04/04/2025	APRIL PAYROLL	1406	Multiple	1,230.00	
		Journal Totals			1,230.00	0.00
Totals for 101-410-702					1,230.00	0.00
		Balance 04/01/25:		0.00		
		Net Change:		1,230.00		
		Balance 04/30/25:		1,230.00		
101-410-703 SALARY-PLANNING/ZBA						
Journal PR: Payroll						
16703	04/04/2025	APRIL PAYROLL	1406	Multiple	1,075.00	
16703	04/04/2025	APRIL PAYROLL	1406	Multiple	150.00	
		Journal Totals			1,225.00	0.00
Totals for 101-410-703					1,225.00	0.00
		Balance 04/01/25:		0.00		
		Net Change:		1,225.00		
		Balance 04/30/25:		1,225.00		
101-410-704 FICA (SOCIAL SEC/MEDICARE)						
Journal PR: Payroll						
16703	04/04/2025	APRIL PAYROLL	1406	Multiple	187.82	
		Journal Totals			187.82	0.00
Totals for 101-410-704					187.82	0.00
		Balance 04/01/25:		0.00		
		Net Change:		187.82		
		Balance 04/30/25:		187.82		
101-410-801 LEGAL FEES						
Journal AP: Accounts Payable						
16714	04/03/2025	PEZZETTI, VERMETTEN & POPOVITS	409122	101-000-202	422.50	
16715	04/03/2025	PEZZETTI, VERMETTEN & POPOVITS	409123	101-000-202	4,190.50	
16716	04/03/2025	PEZZETTI, VERMETTEN & POPOVITS	409125	101-000-202	2,156.00	
16717	04/03/2025	PEZZETTI, VERMETTEN & POPOVITS	409128	101-000-202	4,022.50	
16718	04/03/2025	PEZZETTI, VERMETTEN & POPOVITS	409127	101-000-202	556.00	
		Journal Totals			11,347.50	0.00

DB: Milton Township

JE #	Date	Description	Reference #	OFFSETTING GL	DEBIT	CREDIT
101-410-801		LEGAL FEES				
Totals for 101-410-801					11,347.50	0.00

Balance 04/01/25:	0.00
Net Change:	11,347.50
Balance 04/30/25:	11,347.50

Journal AP: Accounts Payable

16708	04/03/2025	BECKETT & RAEDER	2025236	Multiple	210.00
16708	04/03/2025	BECKETT & RAEDER	2025236	Multiple	1,431.25
16708	04/03/2025	BECKETT & RAEDER	2025236	Multiple	210.00
16708	04/03/2025	BECKETT & RAEDER	2025236	Multiple	210.00

Journal Totals

Totals for 101-410-802	2,061.25	0.00
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Balance 04/01/25:	0.00
Net Change:	2,061.25
Balance 04/30/25:	2,061.25

Journal AP: Accounts Payable

16750	04/10/2025	RIVER SHORE CONSTRUCTION	38081	101-000-202	1,000.00
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Journal Totals

Totals for 101-410-956	1,000.00	0.00
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Balance 04/01/25:	0.00
Net Change:	1,000.00
Balance 04/30/25:	1,000.00

Journal AP: Accounts Payable

16752	04/10/2025	SOUTH TORCH LAKE FIRE	25-0301	101-000-202	732.00
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Journal Totals

Totals for 101-434-802	732.00	0.00
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Balance 04/01/25:	0.00
Net Change:	732.00
Balance 04/30/25:	732.00

Journal AP: Accounts Payable

16800	04/25/2025	Antrim County Road Commission	139	101-000-202	213,000.00
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Journal Totals

Totals for 101-446-930	213,000.00	0.00
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Balance 04/01/25:	0.00
Net Change:	213,000.00
Balance 04/30/25:	213,000.00

Journal AP: Accounts Payable

16740	04/10/2025	Consumers Energy	4-10-2025	Multiple	27.56
16740	04/10/2025	Consumers Energy	4-10-2025	Multiple	139.80
16777	04/15/2025	Great Lakes Energy	4-15-2025	101-000-202	13.90
16804	04/25/2025	Great Lakes Energy	4-16-2025	Multiple	14.00
16804	04/25/2025	Great Lakes Energy	4-16-2025	Multiple	13.90
16804	04/25/2025	Great Lakes Energy	4-16-2025	Multiple	13.90
16804	04/25/2025	Great Lakes Energy	4-16-2025	Multiple	14.00
16804	04/25/2025	Great Lakes Energy	4-16-2025	Multiple	14.00

Journal Totals

Totals for 101-448-920	251.06	0.00
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Balance 04/01/25:	0.00
Net Change:	251.06
Balance 04/30/25:	251.06

101-529-804 RECYCLING CENTER

User: Liz

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

DB: Milton Township

TRANSACTIONS FROM 04/01/2025 TO 04/30/2025

JE #	Date	Description	Reference #	OFFSETTING GL	DEBIT	CREDIT
101-529-804 RECYCLING CENTER						
Journal AP: Accounts Payable						
16774	04/15/2025	CHARTER COMMUNICATIONS	005308101040725	101-000-202	109.99	
Journal Totals					109.99	0.00
Totals for 101-529-804					109.99	0.00

Balance 04/01/25: 0.00  
 Net Change: 109.99  
 Balance 04/30/25: 109.99

101-751-702 SALARY-ACCESSES						
Journal PR: Payroll						
16703	04/04/2025	APRIL PAYROLL	1406	Multiple	196.54	
Journal Totals					196.54	0.00
Totals for 101-751-702					196.54	0.00

Balance 04/01/25: 0.00  
 Net Change: 196.54  
 Balance 04/30/25: 196.54

101-751-704 FICA (SOCIAL SEC/MEDICARE)						
Journal PR: Payroll						
16703	04/04/2025	APRIL PAYROLL	1406	Multiple	15.04	
Journal Totals					15.04	0.00
Totals for 101-751-704					15.04	0.00

Balance 04/01/25: 0.00  
 Net Change: 15.04  
 Balance 04/30/25: 15.04

101-752-702 SALARY-PARKS						
Journal PR: Payroll						
16703	04/04/2025	APRIL PAYROLL	1406	Multiple	2,020.27	
Journal Totals					2,020.27	0.00
Totals for 101-752-702					2,020.27	0.00

Balance 04/01/25: 0.00  
 Net Change: 2,020.27  
 Balance 04/30/25: 2,020.27

101-752-704 FICA (SOCIAL SEC/MEDICARE)						
Journal PR: Payroll						
16703	04/04/2025	APRIL PAYROLL	1406	Multiple	194.75	
Journal Totals					194.75	0.00
Totals for 101-752-704					194.75	0.00

Balance 04/01/25: 0.00  
 Net Change: 194.75  
 Balance 04/30/25: 194.75

101-752-705 HEALTH INSURANCE						
Journal PR: Payroll						
16703	04/04/2025	APRIL PAYROLL	1406	Multiple	358.80	
Journal Totals					358.80	0.00
Totals for 101-752-705					358.80	0.00

Balance 04/01/25: 0.00  
 Net Change: 358.80  
 Balance 04/30/25: 358.80

101-752-706 PENSION - VANGUARD						
Journal GJ: General Journal						
16704	04/02/2025	ASCENSUS (VANGUARD)	1407	Multiple	320.47	
Journal Totals					320.47	0.00

User: Liz

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

DB: Milton Township

TRANSACTIONS FROM 04/01/2025 TO 04/30/2025

JE #	Date	Description	Reference #	OFFSETTING GL	DEBIT	CREDIT
101-752-706 PENSION - VANGUARD						
Totals for 101-752-706					320.47	0.00
		Balance 04/01/25:		0.00		
		Net Change:		320.47		
		Balance 04/30/25:		320.47		
101-752-722 GAS ALLOWANCE						
Journal PR: Payroll						
16703	04/04/2025	APRIL PAYROLL	1406	Multiple	166.67	
Journal Totals					166.67	0.00
Totals for 101-752-722					166.67	0.00
		Balance 04/01/25:		0.00		
		Net Change:		166.67		
		Balance 04/30/25:		166.67		
101-752-727 SUPPLIES						
Journal AP: Accounts Payable						
16738	04/10/2025	ANDREA KRAKOW	4-7-2025	101-000-202	149.78	
16744	04/10/2025	Gill-Roy's	2504-146529	101-000-202	10.79	
Journal Totals					160.57	0.00
Totals for 101-752-727					160.57	0.00
		Balance 04/01/25:		0.00		
		Net Change:		160.57		
		Balance 04/30/25:		160.57		
101-752-920 UTILITIES						
Journal AP: Accounts Payable						
16754	04/10/2025	VILLAGE OF ELK RAPIDS	4-10-2025	Multiple	54.25	
16787	04/17/2025	Consumers Energy	4-17-2025	Multiple	28.84	
16787	04/17/2025	Consumers Energy	4-17-2025	Multiple	34.00	
16787	04/17/2025	Consumers Energy	4-17-2025	Multiple	11.68	
Journal Totals					128.77	0.00
Totals for 101-752-920					128.77	0.00
		Balance 04/01/25:		0.00		
		Net Change:		128.77		
		Balance 04/30/25:		128.77		
101-752-978 FIXED ASSETS						
Journal AP: Accounts Payable						
16805	04/25/2025	HUTSON, INC	10823551	101-000-202	4,524.00	
Journal Totals					4,524.00	0.00
Totals for 101-752-978					4,524.00	0.00
		Balance 04/01/25:		0.00		
		Net Change:		4,524.00		
		Balance 04/30/25:		4,524.00		
101-790-803 LIBRARY MILLAGE						
Journal AP: Accounts Payable						
16711	04/03/2025	ELK RAPIDS DISTRICT LIBRARY	2024 DEL TAX	101-000-202	8,401.18	
Journal Totals					8,401.18	0.00
Totals for 101-790-803					8,401.18	0.00
		Balance 04/01/25:		0.00		
		Net Change:		8,401.18		
		Balance 04/30/25:		8,401.18		

05/12/2025 09:35 AM  
User: Liz  
DB: Milton Township

BUDGET REPORT  
Fund: 206 FIRE FUND  
Calculations as of 04/30/2025

Page: 1/2

GL NUMBER	DESCRIPTION	2024-25 ACTIVITY	2025-26 ACTIVITY THRU 04/30/25	2025-26 ORIGINAL BUDGET
ESTIMATED REVENUES				
Dept 000				
206-000-402	CURRENT TAX COLLECT	470,420.22		461,246.26
206-000-407	DEL. TAX COLLECTION			
206-000-665	INTEREST EARNED	18,350.15		
206-000-671	FIRE GRANT AWARDS	6,674.21		
206-000-673	SALE OF FIXED ASSET			
206-000-674	MISC REVENUE	100.00		
206-000-675	DONATIONS	75.00	30.00	
206-000-676	REIMBURSEMENTS	2,999.28		
206-000-699	TRANSFER FROM OTHER FUNDS			
Totals for dept 000 -		498,618.86	30.00	461,246.26
TOTAL ESTIMATED REVENUES		498,618.86	30.00	461,246.26



GL NUMBER	DESCRIPTION	2024-25 ACTIVITY	2025-26 ACTIVITY THRU 04/30/25	2025-26 ORIGINAL BUDGET
APPROPRIATIONS				
Dept 336 - FIRE EXPENSES				
206-336-702	SALARY	59,553.46		80,000.00
206-336-703	SALARY-FIRE CHIEF	20,000.00		21,000.00
206-336-704	SOC.SECURITY/MEDICARE	6,439.30	30.19	8,090.00
206-336-705	SALARY - MAINT.	4,620.24	394.65	4,735.80
206-336-723	MEMBERSHIP	7,123.62	91.00	2,000.00
206-336-727	SUPPLIES	9,872.43	907.00	11,000.00
206-336-729	APPARATUS FUEL	3,996.50	170.76	4,000.00
206-336-801	LEGAL FEES/PROF SERVICES	19,915.31		35,000.00
206-336-802	SERVICE CONTRACTS	882.89	187.15	7,500.00
206-336-850	PHONE/INTERNET	2,010.71	290.91	3,000.00
206-336-860	MILEAGE	110.55	25.46	500.00
206-336-890	CONTINGENCY			1,000.00
206-336-900	PUBLISHING			500.00
206-336-910	INSURANCE	7,034.00		7,500.00
206-336-920	UTILITIES	9,893.72	336.45	9,000.00
206-336-930	REPAIR/MAINTENANCE	73,543.11	1,324.98	60,000.00
206-336-955	GRANT PROJECT	18,357.44		
206-336-956	PHYSICALS	4,755.40	942.40	6,500.00
206-336-957	UNIFORMS	739.50		2,500.00
206-336-959	MISC. EXPENSE	328.10		1,000.00
206-336-960	EDUCATION	610.89		2,000.00
206-336-970	CAPITAL OUTLAY EXPENSES	13,043.28		155,266.00
206-336-971	CAPITAL OUTLAY			2,904.46
206-336-976	BUILDING/GROUNDS	15,844.45		12,000.00
206-336-977	EQUIPMENT	15,979.16	1,725.59	17,000.00
206-336-991	DEBT PAYMENT/PRINCI			
Totals for dept 336 - FIRE EXPENSES		294,654.06	6,426.54	453,996.26
Dept 862 - EMPLOYER EXPENSE				
206-862-714	MERS RETIREMENT EXPENSE	4,750.00		7,250.00
Totals for dept 862 - EMPLOYER EXPENSE		4,750.00		7,250.00
TOTAL APPROPRIATIONS		299,404.06	6,426.54	461,246.26
NET OF REVENUES/APPROPRIATIONS - FUND 206		199,214.80	(6,396.54)	
BEGINNING FUND BALANCE		948,849.89	1,148,064.69	1,148,064.69
ENDING FUND BALANCE		1,148,064.69	1,141,668.15	1,148,064.69

User: Liz

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

DB: Milton Township

TRANSACTIONS FROM 04/01/2025 TO 04/30/2025

JE #	Date	Description	Reference #	OFFSETTING GL	DEBIT	CREDIT
206-336-704 SOC.SECURITY/MEDICARE						
Journal PR: Payroll						
16703	04/04/2025	APRIL PAYROLL	1406	Multiple	30.19	
Journal Totals					30.19	0.00

Totals for 206-336-704

Balance 04/01/25: 0.00  
 Net Change: 30.19  
 Balance 04/30/25: 30.19

206-336-705 SALARY - MAINT.

Journal PR: Payroll

16703	04/04/2025	APRIL PAYROLL	1406	Multiple	394.65	
Journal Totals					394.65	0.00

Totals for 206-336-705

Balance 04/01/25: 0.00  
 Net Change: 394.65  
 Balance 04/30/25: 394.65

206-336-723 MEMBERSHIP

Journal AP: Accounts Payable

16748	04/10/2025	MICHIGAN CHAMBER OF COMMERCE	316860	206-000-202	91.00	
Journal Totals					91.00	0.00

Totals for 206-336-723

Balance 04/01/25: 0.00  
 Net Change: 91.00  
 Balance 04/30/25: 91.00

206-336-727 SUPPLIES

Journal AP: Accounts Payable

16719	04/03/2025	STAPLES	7004650253	Multiple	115.25	
16741	04/10/2025	DAN BUTLER	4-1-2025	206-000-202	44.06	
16746	04/10/2025	Jeremy Ball	4-10-2025	206-000-202	220.06	
16778	04/15/2025	Jeremy Ball	4-12-2025	206-000-202	254.04	
16788	04/17/2025	DAN BUTLER	4-16-2024	206-000-202	32.34	
16802	04/25/2025	ECONO SIGNS	10-995397	206-000-202	241.25	
Journal Totals					907.00	0.00

Totals for 206-336-727

Balance 04/01/25: 0.00  
 Net Change: 907.00  
 Balance 04/30/25: 907.00

206-336-729 APPARATUS FUEL

Journal AP: Accounts Payable

16803	04/25/2025	FUELMAN	NP68228387	206-000-202	170.76	
Journal Totals					170.76	0.00

Totals for 206-336-729

Balance 04/01/25: 0.00  
 Net Change: 170.76  
 Balance 04/30/25: 170.76

206-336-802 SERVICE CONTRACTS

Journal AP: Accounts Payable

16745	04/10/2025	Great Lakes Business Systems	SC105282	206-000-202	187.15	
Journal Totals					187.15	0.00

Totals for 206-336-802

Balance 04/01/25: 0.00  
 Net Change: 187.15  
 Balance 04/30/25: 187.15

206-336-850 PHONE/INTERNET

Journal AP: Accounts Payable

User: Liz

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

DB: Milton Township

TRANSACTIONS FROM 04/01/2025 TO 04/30/2025

JE #	Date	Description	Reference #	OFFSETTING GL	DEBIT	CREDIT
206-336-850 PHONE/INTERNET						
Journal AP: Accounts Payable						
16709	04/03/2025	CHARTER COMMUNICATIONS	005307501032125	206-000-202	130.00	
16712	04/03/2025	FIRST COMMUNICATIONS, LLC.	127763509	206-000-202	30.91	
16821	04/29/2025	CHARTER COMMUNICATIONS	005307501042125	206-000-202	130.00	
Journal Totals					290.91	0.00
Totals for 206-336-850					290.91	0.00
Balance 04/01/25:				0.00		
Net Change:				290.91		
Balance 04/30/25:				290.91		
206-336-860 MILEAGE						
Journal AP: Accounts Payable						
16713	04/03/2025	Jeremy Ball	3-19-2025	206-000-202	25.46	
Journal Totals					25.46	0.00
Totals for 206-336-860					25.46	0.00
Balance 04/01/25:				0.00		
Net Change:				25.46		
Balance 04/30/25:				25.46		
206-336-920 UTILITIES						
Journal AP: Accounts Payable						
16710	04/03/2025	DTE Energy	3-25-2025	Multiple	66.96	
16787	04/17/2025	Consumers Energy	4-17-2025	Multiple	133.86	
16787	04/17/2025	Consumers Energy	4-17-2025	Multiple	135.63	
Journal Totals					336.45	0.00
Totals for 206-336-920					336.45	0.00
Balance 04/01/25:				0.00		
Net Change:				336.45		
Balance 04/30/25:				336.45		
206-336-930 REPAIR/MAINTENANCE						
Journal AP: Accounts Payable						
16742	04/10/2025	FICK & SONS DIESEL GARAGE	33326482	206-000-202	625.00	
16751	04/10/2025	ROY'S GENERAL STORE	87891	206-000-202	699.98	
Journal Totals					1,324.98	0.00
Totals for 206-336-930					1,324.98	0.00
Balance 04/01/25:				0.00		
Net Change:				1,324.98		
Balance 04/30/25:				1,324.98		
206-336-956 PHYSICALS						
Journal AP: Accounts Payable						
16749	04/10/2025	MUNSON OCCUPATIONAL HEALTH & M	00235044-00	206-000-202	942.40	
Journal Totals					942.40	0.00
Totals for 206-336-956					942.40	0.00
Balance 04/01/25:				0.00		
Net Change:				942.40		
Balance 04/30/25:				942.40		
206-336-977 EQUIPMENT						
Journal AP: Accounts Payable						
16747	04/10/2025	MES SERVICE COMPANY, LLC	IN2221853	206-000-202	1,725.59	
Journal Totals					1,725.59	0.00
Totals for 206-336-977					1,725.59	0.00
Balance 04/01/25:				0.00		
Net Change:				1,725.59		
Balance 04/30/25:				1,725.59		

Check Date	Bank	Check #	Payee	Description	Account	Dept	Amount
Fund: 101 GENERAL FUND							
04/25/2025	GEN	34393	Antrim County Road Commission	ROADS	930	446	213,000.00
04/25/2025	GEN	34394#	BS & A Software	Contracts	802	209	1,130.00
				Contracts	802	253	960.00
				Contracts	802	268	4,066.00
				CONTRACTS/DATA PROCESSING	802	276	385.00
				CHECK GEN 34394 TOTAL FOR FUND 101:			6,541.00
04/25/2025	GEN	34397	Great Lakes Energy	ACCT. 83210001 - CAIRN & US31	920	448	14.00
				ACCT. 83210005 - ODELL & US31	920	448	13.90
				ACCT. 83210003 - CAMPBELL & US31	920	448	13.90
				ACCT. 83210004 - WINTERS & US31	920	448	14.00
				ACCT. 83210006 - ERICKSON & US31	920	448	14.00
				CHECK GEN 34397 TOTAL FOR FUND 101:			69.80
04/25/2025	GEN	34398	HUTSON, INC	FIXED ASSETS	978	752	4,524.00
04/25/2025	GEN	34399	JANET BEEBE	FOIA WEBINAR FOR FOIA COORDINATOR	960	215	25.00
04/25/2025	GEN	34400	LEE POWERS	MISC. EXPENSE/DEPOSIT REFUNDS	956	265	100.00
04/25/2025	GEN	34401	Priority Health	HEALTH INSURANCE	705	209	2,313.39
04/25/2025	GEN	34402	VC3 INC	CONTRACTS - MICROSOFT APPS/ CLOUD	802	268	213.50
04/29/2025	GEN	34404	STAPLES	SUPPLIES	727	268	54.66
04/29/2025	GEN	34405	VC3 INC	CONTRACTS - MICROSOFT APPS/ CLOUD	802	268	4,800.00
05/03/2025	GEN	34406	ASCOMNORTH	AUDIO RECORDING EQUIPMENT 50%	802	268	3,735.00
05/03/2025	GEN	34407	BECKETT & RAEDER	FENCE ORDINANCE	802	410	262.50
				ADMIN DUTIES/ OFFICE HOURS	802	410	1,715.00
				SCIBERRA	802	410	262.50
				STR	802	410	131.25
				MASTER PLAN MAP CLEAN UP	802	410	708.75
				CHECK GEN 34407 TOTAL FOR FUND 101:			3,080.00

Check Date	Bank	Check #	Payee	Description	Account	Dept	Amount
Fund: 101 GENERAL FUND							
05/03/2025	GEN	34408*	DTE Energy	UTILITIES - ACCT 910020747580	920	265	144.44
				UTILITIES - ACCT 910020747671	920	268	182.43
				CHECK GEN 34408 TOTAL FOR FUND 101:			326.87
05/03/2025	GEN	34410	MI ASSOCIATION OF MUNICIPAL CLERKS	EDUCATION	960	215	175.00
05/03/2025	GEN	34411	SOUTH TORCH LAKE FIRE	AMBULANCE	802	434	1,009.00
05/08/2025	GEN	34413	Antrim County Treasurer	COMPUTER SERVICES CONTRACT	802	209	119.85
05/08/2025	GEN	34414	Consumers Energy	ACCT 100000105906/ TRAFFIC LIGHTS	920	448	27.11
				ACCT 103034108243/ LED TRAFFIC LIGHT	920	448	128.57
				CHECK GEN 34414 TOTAL FOR FUND 101:			155.68
05/08/2025	GEN	34415#	Elk Rapids News	PUBLISHING	900	101	1,565.50
				PUBLISHING	900	191	132.00
				PUBLISHING	900	410	181.50
				CHECK GEN 34415 TOTAL FOR FUND 101:			1,879.00
05/08/2025	GEN	34416	FIRST COMMUNICATIONS, LLC.	PHONE/FAX - TOWNSHIP OFFICE	850	268	159.66
05/08/2025	GEN	34417*#	Gill-Roy's	SUPPLIES	727	268	22.72
				SUPPLIES	727	752	20.99
				CHECK GEN 34417 TOTAL FOR FUND 101:			43.71
05/08/2025	GEN	34418	Great Lakes Business Systems	CONTRACTS	802	268	61.38
05/08/2025	GEN	34419	NORTHSHORE DOCK, LLC.	KAYAK LAUNCH INSTALL	930	752	505.00
05/08/2025	GEN	34420	PEZZETTI, VERMETTEN & POPOVITS, P.C	LEGAL FEES	801	410	1,186.50
				ZONING - SPIRIT VIOLATION	801	410	825.50
				SCIBERRAS VIOLATION	801	410	1,193.50

Check Date	Bank	Check #	Payee	Description	Account	Dept	Amount
Fund: 101 GENERAL FUND							
				DAKOSKE/ UPTON	801	410	849.50
				CHECK GEN 34420 TOTAL FOR FUND 101:			4,055.00
05/08/2025	GEN	34421#	VILLAGE OF ELK RAPIDS	UTILITIES ACCT 2733 - OLD TOWN HALL	920	265	54.25
				UTILITIES ACCT 2734 - PARKS	920	752	54.25
				CHECK GEN 34421 TOTAL FOR FUND 101:			108.50
05/12/2025	GEN	34423	Elk Rapids Township	FLAGS FOR MILTON TWP CEMETERY	727	276	58.50
				FLAGS FOR INDIAN CEMETERY	727	276	39.00
				CHECK GEN 34423 TOTAL FOR FUND 101:			97.50
05/12/2025	GEN	34426#	GFL ENVIRONMENTAL	CONTRACTS	802	268	94.17
				CLEAN UP DAY	802	529	22,291.20
				CHECK GEN 34426 TOTAL FOR FUND 101:			22,385.37
05/12/2025	GEN	34427	Great Lakes Energy	ACCT. 83210002 - QUARTERLINE & US31	920	448	13.90
05/12/2025	GEN	34433#	Steuer Excavating, Inc.	RECYCLING CENTER - MAINTENANCE	804	529	900.00
				REPAIR/MAINTENANCE	930	751	795.00
				REPAIR/MAINTENANCE	930	752	1,750.00
				CHECK GEN 34433 TOTAL FOR FUND 101:			3,445.00
05/13/2025	GEN	34435#	ANDREA KRAKOW	COFFEE SUPPLIES	727	268	73.08
				PAPER TOWLS FOR PARKS	727	752	71.83
				CHECK GEN 34435 TOTAL FOR FUND 101:			144.91
05/13/2025	GEN	34436	Mobile Medical Response	AMBULANCE	802	434	170,625.00
05/13/2025	GEN	34437#	STATE OF MICHIGAN / EGLE - CASHIERS	STATE REQUIRED FEE	920	268	137.42
				STATE REQUIRED SERVICE	930	752	137.42
				CHECK GEN 34437 TOTAL FOR FUND 101:			274.84

Check Date	Bank	Check #	Payee	Description	Account	Dept	Amount
Fund: 101 GENERAL FUND							
05/14/2025	GEN	34438	DELTA DENTAL	DENTAL INSURANCE	705	209	32.67
05/14/2025	GEN	34439	JIM RIEGLER	OIL & SPRINKLER HEADS	930	752	233.00
05/15/2025	GEN	34442	Gmoser's Septic Service	PORTABLES - TOWNSHIP PARK	930	752	240.00
Total for fund 101 GENERAL FUND							444,547.19

Check Date	Bank	Check #	Payee	Description	Account	Dept	Amount
Fund: 206 FIRE FUND							
04/25/2025	GEN	34395	ECONO SIGNS	NO PARKING SIGNS FOR FD	727	336	241.25
04/25/2025	GEN	34396	FUELMAN	APPARATUS FUEL	729	336	170.76
04/29/2025	GEN	34403	CHARTER COMMUNICATIONS	PHONE/INTERNET	850	336	130.00
05/03/2025	GEN	34408*#	DTE Energy	UTILITIES - ACCT 910020764874	920	336	65.72
05/03/2025	GEN	34409	ENVIRONMENT ARCHITECTS	ARCHITECT	801	336	20,325.00
05/08/2025	GEN	34417*#	Gill-Roy's	SUPPLIES	727	336	256.12
05/12/2025	GEN	34422	Crystal Flash	UTILITIES	920	336	864.19
05/12/2025	GEN	34424	FICK & SONS DIESEL GARAGE	RESCUE REPAIRS	930	336	1,021.25
				RESCUE REPAIRS FOR 2008 FORD	930	336	1,125.89
				CHECK GEN 34424 TOTAL FOR FUND 206:			2,147.14
05/12/2025	GEN	34425	FUELMAN	APPARATUS FUEL	729	336	436.49
05/12/2025	GEN	34428	Jeremy Ball	FITTINGS FOR TANKER 2, MINI PUMP, &AT	727	336	273.30
05/12/2025	GEN	34429	MUNSON OCCUPATIONAL HEALTH & MEDICI	PHYSICALS - DAWSON	956	336	403.70
05/12/2025	GEN	34430	MY-LOR, INC.	HELMET TAGS - TP, JW, EM, LD	727	336	134.85
05/12/2025	GEN	34431	NORTHWEST FIRE, LLC	SCBA HYDROSTATIC TESTS,AIRFILLS,&SERV	930	336	415.00
05/12/2025	GEN	34432	PRO IMAGE DESIGN, INC.	FADED SIGNS	976	336	90.00
05/12/2025	GEN	34434	Village Market - Elk Rapids	FD FOOD SUPPLIES	727	336	42.45
05/14/2025	GEN	34440	ROY'S GENERAL STORE	DEFECTIVE BATTERY REPLACEMENT	930	336	219.98
05/15/2025	GEN	34441	FIRST COMMUNICATIONS, LLC.	PHONE/INTERNET	850	336	30.94



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

Total for fund 206 FIRE FUND

26,246.89  
470,794.08

TOTAL - ALL FUNDS

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

**ANTRIM COUNTY SO**  
**MILTON TOWNSHIP REPORT**  
APRIL 2025

Nature	# Events
911 CHECK	6
ABANDON VEHICLE	1
ALARM	3
ASSAULT IN PROGRESS	1
CIVIL (NON-CRIMINAL)	2
CONSERVATION OR DNR	1
DOMESTIC ASSAULT	2
DRIVING COMPLAINT	1
FIRE ALARM	1
FOLLOWUP	1
FRAUD	5
GENERAL ASSIST	8
GENERAL FIRE	1
GRASS / BRUSH FIRE	1
HARRASMENT	1
HAZARDOUS CONDITION	2
LIFT ASSIST	1
LINE DOWN	1
MARINE PATROL COMPLAINT	3
MEDICAL CALL	21
OPEN DOOR	1
PAPER SERVICE	1
PERSONAL INJURY ACC	3
PPO VIOLATION	1
PROPERTY FOUND / LOST	1
PROPERTY INSPECTION	1
SUSPICIOUS PERSON	3
SUSPICIOUS SITUATION	4
TRAFFIC STOP	7

**Nature**

**# Events**

TREE DOWN

1

**Total**

**86**

# A-55 Transports (Billable Calls)

April 2024

Dispatch Zone	Apr-24	May-24	Jun-24	Jul-24	Aug-24	Sep-24	Oct-24	Nov-24	Dec-24	Jan-25	Feb-25	Mar-25	Apr-25	May-25	Total
Antrim-City of Elk Rapids	7	8	14	17	22	14	15	10	16	20	8	9	13	1	174
Antrim-Elk Rapids	6	4	4	5	10	7	4	7	5	3	3	3	9	0	70
Antrim-Helena	0	0	0	0	1	0	0	0	0	0	0	0	0	0	1
Antrim-Milton	3	11	15	24	15	10	11	6	11	10	7	9	12	0	144
Antrim-Torch Lake	0	1	1	0	0	1	0	0	0	0	2	2	0	0	7
GT-Acme	1	5	4	2	1	0	0	2	1	8	4	1	2	0	31
GT-Traverse City	0	1	0	0	0	0	0	0	0	0	1	1	0	0	3
GT-Whitewater	2	0	1	3	0	1	1	1	1	0	3	1	1	0	15
Kalkaska-Kalkaska	0	0	0	0	0	1	0	0	0	0	0	0	0	0	1
Total	19	30	39	51	49	34	31	26	34	41	28	26	37	1	446

5/2/2025

**Elk Rapids / Milton Response Times**  
**April 2025**

Response Time Minutes	Call Count	Cumulative Call Count	Percentage	Cumulative Percentage
00:00 - 00:59	2	2	5%	5.41 %
01:00 - 01:59	2	4	5%	10.81 %
02:00 - 02:59	4	8	11%	21.62 %
03:00 - 03:59	4	12	11%	32.43 %
04:00 - 04:59	8	20	22%	54.05 %
06:00 - 06:59	3	23	8%	62.16 %
07:00 - 07:59	2	25	5%	67.57 %
08:00 - 08:59	1	26	3%	70.27 %
09:00 - 09:59	3	29	8%	78.38 %
10:00 - 10:59	1	30	3%	81.08 %
11:00 - 11:59	3	33	8%	89.19 %
12:00 - 12:59	1	34	3%	91.89 %
14:00 - 14:59	1	35	3%	94.59 %
15:00 and up	2	37	5%	100.00 %

# Elk Rapids/Milton Responses (A-55)

April 2025

Call Disposition	Acme	WW	Elk Rapids	Elk Rapids Twp	Milton Twp	East Bay	GT-Blair	Total
Transport	1	1	9	7	9	0	0	27
Refusal	1	0	4	2	3	0	0	10
Cancelled	0	0	1	1	2	1	1	6
Total	2	1	14	10	14	1	1	43

Response Priority	Elk Rapids	Elk Rapids Twp	Milton	Total
P-3 Non-Emergent	2	1	1	4
Total	2	1	1	4

Nature of Call	Acme	WW	Elk Rapids	Elk Rapids Twp	Milton	East Bay	GT-Blair	Total
10-Chest Pain (Non-Traumatic)	0	0	0	1	0	0	0	1
17-Falls	1	0	0	2	3	0	0	6
18-Headache	0	0	0	1	0	0	0	1
19-Heart Problems / A.I.C.D.	0	0	0	0	1	0	0	1
1-Abdominal Pain/Problems	0	0	1	0	2	0	0	3
21-Hemorrhage/Lacerations	0	0	0	1	1	0	0	2
26-Sick Person (Specific Diagnosis)	0	0	3	2	3	0	0	8
28-Stroke (CVA)	0	1	1	0	0	0	0	2
29-Traffic/Transportation/Accidents	0	0	1	0	0	1	1	3
2-Allergies (Reactions)/Envenomations (Stings, B	1	0	0	0	0	0	0	1

Run#	Date	Priority	Nature of Call	Dispatch Zone	Unit	Disposition	Dispatch Time	Scene Time	Response Time	
			Acme	WW	Elk Rapids	Elk Rapids Twp	Milton	East Bay	GT-Blair	Total
31-Unconscious/Fainting (Near)			0	0	1	1	1	0	0	3
32-Unknown Problem (Man Down)			0	0	5	1	2	0	0	8
4-Assault/Sexual Assault			0	0	1	0	0	0	0	1
5-Back Pain (Non-traumatic or Non Recent Traum			0	0	1	0	0	0	0	1
6-Breathing Problems			0	0	0	1	0	0	0	1
9-Cardiac or Respiratory Arrest/Death			0	0	0	0	1	0	0	1
Total			2	1	14	10	14	1	1	43

42,461	04/01/2025	P-1	26-Sick Person (Specific Diagno	Elk Rapids	10 55A1 C	Transport	12:40:11	12:44:52	00:04:41
42,623	04/01/2025	P-1	17-Falls	Milton	10 55A1 C	Transport	18:48:12	19:00:57	00:12:45
42,844	04/02/2025	P-3	17-Falls	Elk Rapids Twp	10 55A1 B	Refusal	8:46:46	8:53:43	00:06:57
42,855	04/02/2025	P-2	21-Hemorrhage/Lacerations	Milton	10 55A1 B	Transport	9:31:07	9:40:24	00:09:17
42,935	04/02/2025	P-2	29-Traffic/Transportation/Accider	GT-Blair	10 55A1 B	Canceled	12:20:17	12:27:36	00:07:19
43,070	04/02/2025	P-2	18-Headache	Elk Rapids Twp	10 55A1 B	Transport	18:11:23	18:21:05	00:09:42
43,173	04/02/2025	P-1	31-Unconscious/Fainting (Near)	Elk Rapids	10 55A1 B	Transport	23:01:44	23:05:10	00:03:26
43,292	04/03/2025	P-2	32-Unknown Problem (Man Dow	Elk Rapids Twp	10 55A1 A	Transport	9:54:34	9:58:24	00:03:50
43,428	04/03/2025	P-2	32-Unknown Problem (Man Dow	Elk Rapids	10 55A1 A	Transport	14:21:46	14:26:09	00:04:23
43,556	04/03/2025	P-2	32-Unknown Problem (Man Dow	Elk Rapids	10 55A1 A	Transport	19:42:22	19:45:24	00:03:02
43,623	04/03/2025	P-1	1-Abdominal Pain/Problems	Milton	10 55A1 A	Transport	22:39:33	22:45:34	00:06:01
43,757	04/04/2025	P-2	32-Unknown Problem (Man Dow	Elk Rapids	10 55A1 B	Transport	8:46:36	8:48:26	00:01:50
44,128	04/04/2025	P-3	1-Abdominal Pain/Problems	Milton	10 55A1 B	Transport	21:59:12	22:10:43	00:11:31
44,236	04/05/2025	P-3	26-Sick Person (Specific Diagno	Elk Rapids	10 55A1 B	Refusal	5:27:32	5:32:31	00:04:59
44,785	04/06/2025	P-2	26-Sick Person (Specific Diagno	Elk Rapids Twp	10 55A1 A	Refusal	15:46:58	15:55:55	00:08:57
45,166	04/07/2025	P-2	26-Sick Person (Specific Diagno	Milton	10 55A1 B	Transport	14:02:10	14:12:28	00:10:18
45,328	04/07/2025	P-1	26-Sick Person (Specific Diagno	Milton	10 55A1 B	Refusal	20:43:26	20:48:03	00:04:37
45,928	04/09/2025	P-1	9-Cardiac or Respiratory Arrest/I	Milton	10 55A1 B	Canceled	7:23:21	7:29:28	00:06:07
46,126	04/09/2025	P-2	32-Unknown Problem (Man Dow	Elk Rapids	10 55A1 B	Canceled	15:01:32		
46,445	04/10/2025	P-1	10-Chest Pain (Non-Traumatic)	Elk Rapids Twp	10 55A1 A	Transport	8:47:11	8:50:21	00:03:10
46,804	04/11/2025	P-2	17-Falls	Milton	10 55A1 A	Refusal	0:06:04	0:15:58	00:09:54
47,030	04/11/2025	P-2	17-Falls	Elk Rapids Twp	10 55A1 B	Transport	13:15:40	13:16:06	00:00:26
48,144	04/14/2025	P-2	1-Abdominal Pain/Problems	Elk Rapids	10 55A1 A	Transport	3:28:10	3:35:41	00:07:31
48,830	04/15/2025	P-1	17-Falls	Acme	10 55A1 C	Transport	15:24:12	15:41:21	00:17:09
49,186	04/16/2025	P-2	17-Falls	Milton	10 55A1 B	Canceled	12:28:42		
49,236	04/16/2025	P-2	26-Sick Person (Specific Diagno	Milton	10 55A1 B	Refusal	14:10:25	14:15:24	00:04:59

Run#	Date	Priority	Nature of Call	Dispatch Zone	Unit	Disposition	Dispatch Time	Scene Time	Response Time
49,720	04/17/2025	P-2	29-Traffic/Transportation/Accider	Elk Rapids	10 55A1 A	Refusal	14:02:14	14:04:50	00:02:36
49,738	04/17/2025	P-1	32-Unknown Problem (Man Dow	Elk Rapids	10 55A1 A	Refusal	14:27:25	14:31:52	00:04:27
49,922	04/17/2025	P-2	2-Allergies (Reactions)/Envenom	Acme	10 55A1 A	Refusal	23:01:57	23:16:45	00:14:48
50,470	04/19/2025	P-3	5-Back Pain (Non-traumatic or N	Elk Rapids	10 55A1 B	Transport	5:44:03	5:48:14	00:04:11
50,668	04/19/2025	P-1	29-Traffic/Transportation/Accider	East Bay	10 55A1 C	Canceled	15:22:53		
51,025	04/20/2025	P-2	32-Unknown Problem (Man Dow	Milton	10 55A1 A	Transport	14:28:36	14:40:13	00:11:37
51,147	04/20/2025	P-2	26-Sick Person (Specific Diagno	Elk Rapids	10 55A1 A	Transport	20:08:39	20:11:01	00:02:22
51,951	04/22/2025	P-2	19-Heart Problems / A.I.C.D.	Milton	10 55A1 C	Transport	16:16:05	16:33:36	00:17:31
52,320	04/23/2025	P-1	31-Unconscious/Fainting (Near)	Milton	10 55A1 B	Transport	11:49:09	12:07:58	00:18:49
53,232	04/25/2025	P-2	28-Stroke (CVA)	Whitewater	10 55A1 B	Transport	9:17:41	9:28:32	00:10:51
53,686	04/26/2025	P-1	6-Breathing Problems	Elk Rapids Twp	10 55A1 B	Transport	6:08:40	6:16:21	00:07:41
54,146	04/27/2025	P-2	32-Unknown Problem (Man Dow	Milton	10 55A1 A	Transport	11:16:53	11:28:14	00:11:21
54,707	04/28/2025	P-2	4-Assault/Sexual Assault	Elk Rapids	10 55A1 B	Transport	16:58:28	17:01:27	00:02:59
54,752	04/28/2025	P-1	28-Stroke (CVA)	Elk Rapids	10 55A1 B	Refusal	18:49:44	18:50:29	00:00:45
54,930	04/29/2025	P-1	26-Sick Person (Specific Diagno	Elk Rapids Twp	10 55A1 B	Transport	5:57:35	5:59:21	00:01:46
55,529	04/30/2025	P-2	21-Hemorrhage/Lacerations	Elk Rapids Twp	10 55A1 B	Transport	12:01:26	12:03:50	00:02:24
55,593	04/30/2025	P-2	31-Unconscious/Fainting (Near)	Elk Rapids Twp	10 55A1 B	Canceled	13:50:35		



Milton Township  
Planning Commission  
Unapproved Meeting Minutes  
May 7, 2025

Members present: Chairman Hefferan, Renis, Peters, Warner, Standerfer, Ford, and Merillat.

Also present: Kopriva, Peterson, and one audience member.

Hefferan called the meeting to order at 7:02pm.

Public Comment: None.

Approval of Agenda:

Motion to approve by Renis/Ford. Motion carried.

Approval of Minutes dated April 2, 2025:

Correct spelling of "Duane" Meyer on page 2.

**Motion** by Warner to approve the minutes dated April 2, 2025 as corrected. Seconded by Standerfer. **Motion carried.**

Correspondence:

There was correspondence from Mac McKellar II of Kuhn Rogers PLC dated April 23, 2025 that was included in the packet.

Old Business

1. Fence Amendment:

Hefferan said we were provided the language for this last month. Renis, who was on the subcommittee said this is for land not in the Ag zone. Fences cannot be taller than 8 feet. It must be on your property with finished side pointed out and approved materials are listed. You do not need a permit to do this. It also must be maintained. Kopriva said this was tailored to Milton Township. Merillat said asked if we are interested in a fence that is way off the property line on the person's property? The way this is written, we would be regulating that. If you had a fence that was six foot high but eight foot off the property line, what do we care? Renis said you have to have marked boundaries. It does get fuzzy if you are enclosing a specific area like a pool or a hot tub. Hefferan asked what problem are we trying to solve in the township. We have had two complaints. Hefferan said he has talked with a citizen who suggested adding snow fencing regulations to the ordinance. Kopriva said we have excluded AG, there is an exception to every rule, but if you're looking at more than 8-10 feet in, do we care where it is located or is it more about access and aesthetics? At the same time, the board has asked the planning commission to review this matter. If you are not feeling like you want to do this, then you do not have to. This would be in the zoning ordinance, not a police ordinance. This would not change one of the complaints we have had. Renis feels if we start adding this, this language gets muddy.

Motion by **Renis** to go to a public hearing for amendment 2025-01. Seconded by Hefferan.

Kopriva said we will put this on the agenda for the next regular meeting.

Roll Call: Peters: Yes | Standerfer: Yes | Renis: Yes | Ford: Yes | Merillat: Yes | Warner: Yes | Hefferan: Yes. **Motion carried 7-0.**

## 2. Paid Taxes Prior to Permits Amendment:

Hefferan said Kopriva has provided us with language. Changes are noted in the new draft.

Kopriva discussed the changes. Hefferan said he reached out to the township treasurer and discussed the five-year look back. Kopriva said the five years is due to bankruptcies and past due taxes. The township becomes whole on March 1st of every year. We could remove the county and just note that we are only concerned about township tax collection. Hefferan asked if we are satisfied with the language we have been provided. Yes.

**Motion** by Ford to have a public hearing in June for Amendment 2025-02. Seconded by Warner. **Motion carried.**

New Business: None.

## Reports:

### ZA Report:

Kopriva provided a report for members to review. She discussed hearings and enforcement issues.

### Township Board Report:

Renis said board is looking at the vacation rental ordinance to see if it should be updated and is working on getting a meeting recording system.

### ZBA Report:

Hefferan said the ZBA did not meet.

### Planning Commission Updates:

None.

### Future Meeting Considerations: June 4, 2025:

1. Public hearing on Fence Amendment
2. Public hearing on Paid Taxes Prior to Permits Amendment.

Meeting adjourned by order of the chair at 7:34 pm.

Respectfully submitted,

Joseph Merillat



## *County of Antrim Planning Department*

P.O. Box 187  
Bellaire, Michigan 49615

Phone: (231) 533-6265  
Fax: (231) 533-8111  
[www.antrimcounty.org](http://www.antrimcounty.org)

Jeremy Scott  
*Administrator*

Janet Koch  
*Deputy Administrator*

Gayle Rider  
*Administrative Assistant*

Margie Boyd  
*Secretary*

May 8, 2025

Ms. Sara Kopriva, Zoning Administrator  
Milton Township  
[sent via email to: [zoning@miltontownshipmi.gov](mailto:zoning@miltontownshipmi.gov)]

Dear Ms. Kopriva:

During their regular meeting of May 6, 2025, the Antrim County Planning Commission reviewed the proposed amendments to Milton Township's zoning ordinance regarding shoreline protection. The following motion was made and approved:

**That the Antrim County Planning Commission does not recommend adoption of the proposed Milton Township zoning ordinance amendment until such time as the proposed amendment is placed in the proper legal format to make it a zoning ordinance amendment.**

The following motion was also made and approved:

**That the Antrim County Planning Commission found no incompatibilities between the Antrim County Master Plan and the proposed amendment to Milton Township Zoning Ordinance 2024-03.**

If you have any questions, please do not hesitate to contact us.

Sincerely,

Janet Koch  
Deputy County Administrator

ecc: Milton Township Clerk at [clerk@miltontownshipmi.gov](mailto:clerk@miltontownshipmi.gov)

## County of Antrim - Planning Commission

Bryan Graham  
Jason Helwig

Leslie Elrod

Jim Gurr  
Ron Tschudy

### Minutes – May 6, 2025

Members Present: Bryan Graham, Jim Gurr, Jason Helwig, Leslie Elrod

Members Absent: Ron Tschudy

Staff and Others: Duane Meyer, Paul Sak, Janet Koch

#### **1. Meeting called to order at 5:37 p.m. by Jim Gurr**

#### **2. Pledge of Allegiance**

#### **3. Approval of Agenda**

Motion by Bryan Graham, seconded by Jason Helwig, to approve the May 6, 2025 agenda.

Motion approved.

#### **4. Declaration of Conflict of Interest**

None.

#### **5. Public Comment**

Paul Sak mentioned that the agenda packet included information regarding communications regarding Helena Township zoning ordinance updates and the draft Mancelona Area Master Plan. It was noted that a public hearing regarding the Helena Township zoning ordinance was posted for May 8. Mr. Sak noted that discussion and approval of the zoning ordinance updates had taken place in April. It was suggested that Mr. Sak talk to the township regarding the sequence of events.

Duane Meyer said he was looking forward to the discussion regarding the Milton Township zoning ordinance amendments.

#### **6. Approval of Minutes**

Motion by Bryan Graham, seconded by Jason Helwig, to approve the minutes from April 1, 2025 as presented.

Motion approved.

#### **7. Old Business**

##### Review of Bylaws (4/1)

The Planning Commission discussed the proposed Bylaws. Mr. Graham noted that the specific relationships noted in the Conflict of Interest were taken from Michigan Court Rules. Mr. Gurr said the broad reach seemed unnecessary considering the advisory nature of the Antrim County Planning Commission. Mr. Graham noted that the 6.3(d) and (e) were included to protect the County from accusations of constitutional violations.

Ms. Elrod commented on the new § 4.4 Time of Meetings, which included not considering any agenda item after 8 pm. Other members of the Planning Commission noted that that type of language was not uncommon for Planning Commission bylaws.

She also mentioned that she had experience with other municipal attorneys not recommending that 8.7 Robert's Rules of Order be included in bylaws. It was mentioned the Antrim County Planning Commission has parliamentary expertise provided by county staff.

**Motion by Bryan Graham, seconded by Jason Helwig, to approve the bylaws as presented.**

**Motion approved.**

## **8. New Business**

### **Milton Township ZO Amendment – Shoreline Protection**

Mr. Graham noted that state law required that an ordinance can only be amended by another zoning ordinance. He added that the document presented to the Planning Commission was not a legal document that could be used for that purpose. He said he could not in good faith recommend that any township approve a document of the type that was presented.

**Motion by Bryan Graham, seconded by Jim Gurr, that the Antrim County Planning Commission does not recommend adoption of the proposed Milton Township zoning ordinance amendment until such time as the proposed amendment is placed in the proper legal format to make it a zoning ordinance amendment.**

**Motion approved.**

**Motion by Jason Helwig, seconded by Bryan Graham, that the Antrim County Planning Commission found no incompatibilities between the Antrim County Master Plan and the proposed amendment to Milton Township Zoning Ordinance 2024-03.**

The Planning Commission discussed the proposed amendment.

**Motion approved.**

## **9. Various Matters**

The need for Antrim County Planning Commission training and training for township and village Planning Commissions was discussed. Staff was requested to send a letter to township and village clerks to distribute to their Planning Commissions, and that the letter 1) note the Antrim County Planning Commission's concerns about proper legal formatting of proposed zoning ordinances and potential consequences, and 2) ask about interest in training events that might be sponsored by the County, and if there is interest, what time of year would be preferred.

## **10. Public/Member Comment**

Mr. Gurr noted it had come to the Planning Commission's attention that documents submitted to the Antrim County Planning Commission in good faith for review are not necessarily following all rules and procedures.

Mr. Sak thanked the Antrim County Planning Commission for their expertise and noted the Helena Township public hearings of April and May, and suggested that May public hearing be canceled.

Mr. Meyer stated that he supported shoreline protection. He added that the discussions regarding conflict of interest and process were healthy.

Mr. Gurr said that judges look at deliberate intent and absence of malice.

**Meeting adjourned at 7:07 p.m.**

**Elk Rapids District Library Board of Trustees  
Regular Meeting  
March 13, 2025, 5:00 pm  
Elk Rapids Government Center, 315 Bridge Street, Elk Rapids MI 49629**

Approved 4.10.25

**1. Call to Order and Approval of Agenda:**

**Members Present:** Dick Hults, Nancy Wonch, Dan McAuliffe, Diane Richter, Liz Atkinson, Julia Pollister Amos, Camille Campbell

Members absent: Joe Fisher

Also present: Aaron Hill and Pam Williams

Audience - Tom Stephenson and Laura Savoie

Agenda Approval:

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

Motion carried.

**2. Public Comment:**

Tom Stephenson said we have a new interim village manager Jae Guetschow. I think he will work out well. The manager selection process will start May 1. You will see a lot of construction on Ames Street heading toward the new library. Discussion regarding the sidewalk in front of our building. Stephenson will check that out. The sidewalk will stop just beyond Pearls at Bass Street. We may be able to extend it a little farther to the boutique. The first thing that will be done on cement work will be the steps to the Island House.

**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 – February 13th, 2025, budget hearing, regular meeting

B. Treasurer's Report and Approval of Bills

**MOTION:** by Wonch/Atkinson to approve the consent agenda by with the change of removing Wonch from the list of those present in the February 13, 2025 minutes.

Roll Call

Atkinson: Yes

Hults: Yes

Wonch: Yes

Richter: Yes  
 McAuliffe: Yes  
 Pollister Amos: Yes  
 Campbell: Yes  
 Motion carried (1 absent)

#### 4. Correspondence

Williams gave a report about a check for \$15,000.00 that was stolen out of the capital campaign account due to an online fraud breach. The breach was caught early by a gentleman in Oklahoma asking if the library bought a car. Apparently our vendor HKM had a breach in their account and the problem was resolved the same day. No library funds were lost.

**MOTION:** by Atkinson/Wonch to close the capital campaign account at Alden State Bank due to a credit breach and open a new one at Alden State bank with authorized signers to be the same that we have on all bank accounts: Hults, Atkinson, Williams and Pollister Amos .

Roll Call  
 McAuliffe: Yes  
 Atkinson: Yes  
 Pollister Amos: Yes  
 Hults: Yes  
 Wonch: Yes  
 Richter: Yes  
 Campbell: Yes  
 Motion carried ( 1 absent)\_

#### 5. Unfinished Business:

a. Quinn Evans/Cunningham Limp proposals  
 Hults said it will take some work to get some clarification on the documents. Hults would like Wonch and Fisher to read this. Wonch has questions. Was this an agreement they drafted themselves? Yes. This is the preconstruction and construction contracts. This isn't my area of expertise. It may be a good idea to have our lawyer take a look at this. There are questions regarding the fees for the construction contract. We would have to approve it with condition so they will work for us. Pollister Amos said regarding exhibit A, we don't sign until they put a number in there. And we won't have a number until we bid it out. Hults is going to check on this. No one is comfortable signing an open ended contract. We will go through it on the subcommittee and bring it back to you at the meeting or have a special meeting. Wonch said as the owner party is named and insured, are we and the staff included as a definition of owner. Hults said the owner would be the ER Library District. Wonch would like owner defined.

**MOTION:** by Wonch/Richter to approve the construction manager AIA document A 133 Exhibit A 2019 ( also known as the preconstruction contract) (Note: This contract was previously approved but not on this particular form.)

Roll Call:  
 Richter: Yes  
 Pollister Amos: Yes

Wonch: Yes  
 Atkinson: Yes  
 Campbell: Yes  
 McAuliffe: Yes  
 Hults: Yes  
 Motion carried (1 absent)

**MOTION:** by Wonch/Atkinson to send the proposed construction contract AIA Document A201-2017 to Foster Swift for review with a cap on their fees for this job of \$2,000

Roll Call:  
 McAuliffe: Yes  
 Campbell: Yes  
 Pollister Amos: Yes  
 Hults: Yes  
 Richter: Yes  
 Wonch: Yes  
 Atkinson: Yes  
 Motion carried. ( 1 absent)

Hults said he will ask Cunningham Limp to join in the review of the Quinn Evans contract to help us evaluate their proposal. This will be tabled until the building committee can review. Pollister Amos asked who does what regarding these contracts. This is the first thing Cunningham Limp will need to dive into as they represent us.

b. Circulation Policy

Hill said the version included for review was an older draft. For clarity, you can review and come back next month for approval. Hill will send the updated circulation policy for review.

c. Torch Lake Township contract

Atkinson said we did discuss this at the finance committee meeting and recommended the approval of the letter that Williams sent to Torch Lake Township and the contract. We raised their price 5% and then we asked for that additional percentage every year. We asked for a five year contract. This was sent to the supervisor along with some stats they requested. He said it would be on next week's agenda. I've been told they talked about it this week on Tuesday. I will be there to make sure the correct information is presented. Torch Lake Township is separated by two different school district. If you are in Central Lake township, you pay a millage. We have contracted services with them for years. Williams discussed this history of this issue. Hults ask for clarity regarding the fees. If this is rejected, it goes to a user based fee card. Students and their families will be able to get services. Guest services will be \$40 and full service will be \$80. There are about 356 patrons of 609 that are affected. Williams said there are a number of patrons who have come in trying to get services from Torch Lake Township and then we are explaining what is happening. People are upset with the idea that they will not have this service. Richter asked how the staff determines who is eligible from Torch Lake Township. Hill said we verify this using a parcel search. If someone comes in and they are part of Central Lake and they want a service they aren't eligible for they would have to pay a fee? Yes. Williams said she is talking about a reciprocal agreement with the director in Central Lake.



**MOTION:** by Pollister Amos/Atkinson to approve the Torch Lake Township Contract

Roll Call:

Pollister Amos: Yes

Wonch: Yes

Hults: Yes

Campbell: Yes

Richter: Yes

McAuliffe: Yes

Atkinson: Yes

Motion carried. ( 1 absent)

d. Lakehouse Creative videos

Williams said we showed the phase one video and we are considering what to do next. The phase two contract is a little pricey at \$17K. It's a long video. I would prefer to jump to phase 3 to make six social media campaign videos to focus on a segment of our population. I would like to be able to have this approved so when we meet with the divisions we have this as one of our tools. For the schools, it would be very important. The use would be up to the capital campaign steering committee. Hults asked if we can do it on the basis if you want just part and not all six videos?

**MOTION:** by Wonch/Campbell to skip Phase 2 and approve Phase 3 to be used individually at our discretion. Discussion. Williams said the campaign steering committee decided to focus on accessibility, literacy and community connections. Hults asked if we pay the production fee and then divide it out between the six or get half the package? Williams will find out.

Roll Call:

Pollister Amos: Yes

Wonch: Yes

McAuliffe: Yes

Atkinson: Yes

Richter: Yes

Campbell: Yes

Hults: Yes

Motion carried. (1 absent)

## **6. New Business**

a. Volunteer Policy:

Hill presented the new policy to cover the new volunteers we have working for us in the capital campaign and also operational things in the library and also minors who want to help in the library. Pollister Amos said it looks good and she's glad to see how it works out in practice. Her question is that we refer to the policy and we would need to make sure our volunteers have access to the handbook so they can review. Hults said they also need to make sure they've read it. Hill said we can add that and we can put it on the application form. Richter asked how we keep track of hours and age? Williams said yes; it was written to account for these things such as the work permit for minors. This will be approved as amended next month.

b. Final budget 2024-2025

Williams presented the final budget for 2024-2025. When we do the audit, there is a lot to reconcile, we should be in the black and we shouldn't take anything from the fund balance this year. We did bring in more income from the Caim Hwy property than expected due to the utilities the renter is paying.

c. Appoint Investment Officers, Select Banks, Select Insurance Carriers

**MOTION:** by Pollister Amos/Wonch to appoint Atkinson as treasurer.

Motion carried.

**MOTION:** by Wonch/Campbell to keep the current slate of banks we have

Motion carried.

**MOTION:** by Atkinson /Wonch to keep the current insurance carrier

Motion carried.

## 7. Director's Report

**In February of 2025 the library hosted 28 programs with a total attendance of 328 people.**

### March Regular Programs:

- ☐ Tech Time: Tuesdays 10:30-12:00, Thursdays 1:00-2:30 (weekly)
- ☐ Knitters on Thursdays (weekly at 2:00)
- ☐ LEGO Club (monthly 4:00)
- ☐ Pokémon and Minecraft (monthly on Sundays 1:00)
- ☐ Storytime on Fridays (weekly at 10:30)
- ☐ Crafty Bookworms Club (February 6th 4:00)
- ☐ STEM Club (Feb 18th 4:00)
- ☐ Book Clubs: Island House, Cookbook, Books on Tap (monthly)

### March New Programs:

- ☐ Introduction to online accounts and passwords (Mar 20th 4:00)
- ☐ Feeling Lucky with a book (think blind date but for kids) St. Patrick theme wrapping on a mystery book.
- ☐ Seed Exchange
- ☐ **Seed Library is opening Friday, March 14<sup>th</sup>**

- ☐ **Spring Break activities include a duct tape wallet class and an eco-craft class**

### Schools:

We met with Josh Haggerty and Bryan McKenna to discuss a collaboration to help them get their middle school collection in circulation again. They are hiring a librarian and we will assist in collection development, inventory and training. We are excited to be a part of making this new space great.

### **The Elk Rapids Food Coalition:**

The county came to inspect the work on the building and informed Do a Little Good that because people will be coming and going from the building, it must sit on a concrete base. (not originally what they told them they had to do). They are waiting for the thaw, speaking with Bobby Peplinski from Cunningham Limp about the future plans and how to keep from moving the structure when building out the new library. More details to come

### **Hosting: Island House readers, Destination Story time at new building**

**I am presenting at the Strong Connections Strong Libraries Conference on March 21st in Lansing. This is part of the communications cohort I have been a part of for the past year. I will be presenting on Navigating Challenges of the Past to chart a Better Future, and telling the story of Elk Rapids Library.**

Hill discussed the annual report showing statistics for the whole year.

### **8. Standing Committee Reports**

a. Personnel Committee – Pollister Amos, Atkinson, Campbell  
No report. No need to meet.

b. Financial Committee – Atkinson, Pollister Amos,  
Finance met to review the Torch Lake Township letter. We will meet as needed.  
Hults appointed Richter to the finance committee.

### **9. Ad Hoc Committee Reports**

a. Building Committee – Hults, McAuliffe, Campbell

They will meet March 24 to address the issues discussed. They are chasing the excavator to discuss the project discussed the clearing project discussed last month. Our building sustained a roof leak. The mechanical equipment is leaking. Nothing in the interior was damaged. The water was getting in through the equipment and not coming in through the roof deck. Campbell said she wants to go with a cheap solution rather than building a roof over the leaking equipment. Hults said Elk Rapids Township estimated \$6-7K on the election if we need to do it in the fall and it's about the same in Milton but the cut off is 90 days prior to the event which is August 25<sup>th</sup>. Discussion of when to put the information on the ballot and paying for a special election.

b. Strategic Planning Committee – Wonch, Pollister Amos, Fisher  
No meeting. Fisher said he should be back this month.

c. Campaign Steering Committee – Hults, Wonch, Pollister Amos

We have raised more than \$2 Million. We have more cash donations and people paying on their donations. The leadership division has done a great job talking to community members. We are launching the business campaign and we have a plan to call different businesses and get them involved. Then we are moving into the community division. We are mapping out the whole summer in a couple weeks. In May alone we have five Friends of the Library gatherings. We will also be at the horse show and a day when the proceeds will go to the library. Hults suggested

Williams record her presentation and this could be on the campaign website. She will do this. Hults said we need to reach out to the tenant to see if they are going to take the second year option. Williams provided the update and said we could go month to month.

**10. Friends Report:** email from Sharon Bacon

The Friends Board of Directors did not meet in February, as there was no urgent business and many of its members were out of town and/or unable to attend by Zoom. Therefore, there will not be a Liaison Report for the upcoming meeting.

I regret that I am unable to attend today's meeting. I look forward to listening to the recording. While our Board has not met, we do have a good deal of activity going on. The Nominating Committee is actively seeking to fill the five vacancies that will open in September. We are pleased to have received applications from a number of excellent candidates. Also, the leadership of the Friends Division of the campaign is lining up a number of gatherings starting in April when our snowbirds return. Leadership of our division has changed, as Karin Beery has had to step away for health and personal reasons. Sharon Bacon and Lauren Dake remain as co-leaders.

**11. Public Comment:**

None

**12. Board Comments:**

Wonch will chair the April meeting while Hults is away.

**13. Adjournment**

Meeting adjourned by order of the chair at 6:45 pm.

Respectfully,

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