

Milton Township Board
Tentative Agenda for Regular Meeting

October 20, 2025 9:00 a.m.

7023 Cherry Ave, PO Box 309, Kewadin MI 49648

Phone: (231)264-6612

Website: 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 September 15, 2025
- ii. Approve Draft Minutes of the Special Board Meeting on September 29, 2025
- iii. Approve Draft Minutes of the Public Hearing on October 8, 2025
- iv. Treasurer's Report – provided in packet
- v. 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** – Provided in packet
3. **EMS Report** –
4. **Zoning Report** –
5. **Planning Commission**
 - i. Permits with delinquent taxes ordinance update – Public Hearing at November 5, 2025 Planning Commission meeting.
6. **County Commissioner**

7. Library Report – Provided in packet

F. Drain Commissioner – dam costs

G. Unfinished Business

1. Insurance – will revisit in January, 2026
2. Speed limit on NW Torch Lake Dr. – waiting on County
3. Shoreline Protection Ordinance
4. STR Ordinance

H. New Business

1. STR Fees/ Fee Schedule
3. Releasing escrow funds for Penahguhme Association
4. MERS contract
5. Enforcement officer – policies, payments, & responsibilities

I. Public Comment – same guidelines as above apply.

J. Board Comment

K. Scheduled Activities/ Future meetings

1. Special Meeting Monday, October 20, 2025 at 2:00 pm for STR ordinance
2. Election is Tuesday, November 4, 2025 7am to 8pm.
3. Next board meeting is Monday, November 17, 2025 at 9:00 am

L. Adjournment

Draft
Milton Township
Meeting Minutes
September 15, 2025

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

Also present: B. Hefferan, Sheriff Hoch, S. Kopriva, J. Petersen, and 16 audience members
Weinzapfel called the meeting to order at 9 am and the Pledge was recited.

Motion to approve the Agenda with the correction of the date of the next meeting on October 20, 2025 by Atkinson/ Renis. **Motion carried 5-0.**

Motion to approve the Consent Agenda by Renis/ Atkinson.

Renis: Yes

Atkinson: Yes

Beebe: Yes

Veliquette: Yes

Weinzapfel: Yes

Motion carried 5-0.

Public Comments regarding agenda items:

J. Heaphy spoke in favor of the Fence Ordinance. G. Seifried spoke on behalf of ESLA in support of the Shore Protection Amendment. S. Mohr spoke in favor of lighting and noise ordinances.

Sheriff's Report: Sheriff Hoch spoke of the department's continued work against illegal drugs. Update on Antrim County murder case. Update on new personnel and the Public Safety Center ballot proposal. 228 calls in August.

Fire Department: Provided in packet.

Nine calls for service for last month.

EMS Report: Provided in packet

Zoning Report

STR Ordinance Review/Moratorium: We will be meeting with the attorney on the 29th. This is a public meeting at 9 am.

Planning Commission: As presented by Bill Hefferan.

Permits with delinquent taxes ordinance update will be discussed at the meeting on September 17 during the special meeting.

County Commissioner: As presented by Bill Hefferan. The county has started budget discussions for 2026. Update on the reason the Public Safety Center is a safety issue for county employees, if construction bond initiative passes in November, all construction costs will be paid out of current revenue, with no tax increase. If tour is desired, contact the jail administrators.

Library Report: Not provided.

Unfinished Business

- a. Insurance: We are in the process of comparing insurance companies for the township. We are reviewing costs and coverage. Weinzapfel will make a spread sheet for review.
- b. Fence Ordinance: S. Kopriva gave a brief overview of the fence ordinance and history. There was a public hearing and the planning commission decided not to recommend approval of the ordinance

Motion to approve the Fence Ordinance #2025-01 as amended by Atkinson/Renis. Amendments to require permit, require finished side of fence to face neighbors, and no fences within 25 feet of the shoreline.

Veliquette: No

Atkinson: Yes

Renis: Yes

Beebe: No

Weinzapfel: No

Motion denied 3-2.

c. Shoreline Protection Ordinance: Kopriva gave some history on this ordinance amendment. Discussion of what “work” is, if pruning is allowed, keeping fences out of the 25 foot Protection Strip, and some other points that needed clarification. S. Kopriva stated that she will make edits for review and will bring back to the board.

New Business

- a. Daily assessment of civil infractions when not in compliance: Kopriva explained process. It is costly and time consuming when a resident does not comply with the zoning ordinances.
- b. Private Street Name Approval as requested by County:
 1. Anchor Drive (first choice)
 2. Compass Drive (second choice)

Motion by Weinzapfel/Renis to approve Anchor Drive. **Motion carried 5-0.**

Public Comment – same guidelines as above apply.

A. Osmer thanked the board for Fence Ordinance consideration and hopes the discussion is not over. S. Mohr agreed and reiterated desire for noise and light ordinances. J. Grammer expressed opinion on meeting time and zoning.

Next board meeting is October 20, 2025 at 9:00 am.

Special meeting to discuss STR Ordinance Monday September 29, 2025 at 9 am.

Meeting adjournment by order of the chair at 10:59 am.

These minutes are subject to approval at the October 20, 2025 meeting. A copy of these minutes is available at MiltonTownshipMI.gov.

Respectfully submitted,
Janet Beebe, Clerk

Draft
Milton Township
Special Board Meeting Minutes
September 29, 2025

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

Also, present: M. Vermetten, S. Kopriva, J. Petersen, and 37 audience members

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

Agenda was amended to provide public comments before the discussion of the STR ordinance.

Public comment:

Several emails were received and distributed to the board for review.

Many people came forward to express their concerns with the current STR ordinance and the enforcement of it. Issues with people abusing current ordinance and disregarding the rules. Several members of the public expressed their belief that STRs do not offer any benefit to the township and go against the Master Plan. Concerns of neighbors making complaints and the potential of retribution.

STR Ordinance Update/ Moratorium extension:

S. Kopriva explained the history behind the original ordinance amendments and the moratorium. Updated the audience on the hotline that was in effect 8/1.

Survey results from the Master Plan survey were reviewed and in September of 2022, about 50% of residents were not against STRs.

Board discussion regarding the value of STRs to the entire township. An enforcement officer could help with issues, but will be costly. Discussion about increasing violation fines and license fees to cover the increase in costs for the enforcement. Current ordinance makes enforcement difficult because of the gap weeks. Decision to add to the ordinance a requirement for STR owners to provide a list of which weeks the rental will be occupied by renters to zoning, no later than April 1.

In amendment, permits will be required for **any** number of rental weeks, eliminating the previous 3-week threshold waiver. Notice was sent in July, prior to the moratorium, to people identified as renting without permits. Anonymous complaints are useful in investigating potential violations, but if the complaint goes further, it is important to have people behind them. Discussion of new 1000-foot buffer between short-term rental properties. How to do the separation of current permitted STRs needs to be identified and Kopriva will look at various options for separation. Vermetten stated that each year requires a renewal, therefore, you start new each year.

Licenses can be revoked with no possibility of renewal if 2 violations within 1 year occur or if false information is given.

Enforcement is key if all current permitted STRs are allowed to remain, if 1000-foot buffer is not implemented immediately. Weinzapfel supports implementing the 1000-foot buffer, Veliquette does not support implementing the 1000-foot buffer immediately and would like to focus on enforcement. If the ordinance proves to be unenforceable and/ or permitted properties do not comply with the ordinance, then the board will be able to review the issue further with the new information.

Motion made by Veliquette/ Atkinson to extend moratorium until 10/31/2026 with renewed licenses allowed and no new licenses. This allows for more time to get ordinance into place and enforce it properly. It will also allow the board time to see the costs and effectiveness of the new measures.

Roll Call:

Veliquette: yes

Atkinson: yes

Renis: no

Beebe: yes

Weinzapfel: yes

Motion carried 4-1.

The board agreed to do a Public Hearing for the STR ordinance. This will be October 8, 2025, at 6pm. The ordinance will be available on the website by October 6, 2025.

S. Kopriva will present enforcement options with associated costs at the October 20, 2025 Board meeting.

Public Comment:

Many members of the audience commented that they were disappointed that STRs weren't eliminated, that they don't want a hotel atmosphere next to their property. Several mentioned the commercial application of these STRs that are in residential neighborhoods. Public is frustrated with the time, effort, and expense going into tracking STRs and feel they provide no value to the community. Some would like a simpler, more enforceable ordinance. Others would like to eliminate the ordinance completely and no longer allow any type of STRs. Village resident stated that he felt he had no rights when it came to rentals ruining his neighborhood.

Meeting adjourned by order of the chair at 11:47am.

These minutes are subject to approval at the October 20, 2025 meeting. A copy of these minutes are available at MiltonTownshipMI.gov.

Respectfully submitted,
Janet Beebe, Clerk

Draft
Milton Township
Public Hearing Minutes
October 8, 2025

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

Also present were 28 audience members.

Meeting called to order at 6:00 PM and The Pledge was recited.

Motion to approve the agenda as presented by Veliquette/ Renis. Motion carried 5-0.

Correspondence in opposition of STRs in general received from M. Hulteen, S. Hill, A. Sorgi, D. Larsen, D. Sajikowski, L. O'Leary, R. Kingon, and L. & D. Atkinson.

Correspondence in favor of STRs in general received from R. Vick.

Public Comment:

D. Watkins has reported bad behavior and ordinance violations to the zoning department. Would like to remind the Board that the Master Plan says, "Township Planners and residents are keenly interested in preserving the quality of life in Milton Township." Specifically mentions "peace and tranquility is a component of the quality of life." Current STRs do not do anything for quality of life of residents. Was at the original PC meetings for the ordinance. Understands original intent, but current situation is just commercial operation in residential zone. Neighborhoods have become commercialized instead of being residential. Concerns about knowing who is living next to you day to day. Happy to see so much public participation. Would like to see board phasing out STRs.

D. Fitzpatrick talked about speaking to the unknowns. Looking at the ordinance, he says that STRs are to "not be detrimental to the character and livability of surrounding neighborhoods." Driving down N. West Torch Lake Drive would be contrary to this statement. Also, with the limited stores/ restaurants how does it help the local economy? Quoting the ordinance, "Vacation Rentals should not be established as income and/ or profit producing enterprises in residential neighborhoods." Asked if anyone believed this? Does not understand the enforceability – questions the number of people on the property, the six-week limit, very difficult to enforce. Rentals are getting a lot of money and

Fitzpatrick did not find the fines to be high enough in relation to the amount of rental income the STRs are bringing in.

Did research and found loopholes – if a parent LLC owns an LLC, the parent LLC owns the rental license and can pass it to another LLC if “in the family.”

Does not understand why the board is supporting the STRs at all. They do not add value to Milton Township. The widow or widower paying the taxes is not necessarily the case anymore.

R. Gray started asking the board about clarification. Page 11/12 under permitted transfers – immediate family member needs to be defined. Refers back to D. Fitzpatrick’s concerns as well. On pg. 11 – 113.116 A. In the event of an unauthorized transfer – the question remains, why would any unauthorized transfer be allowed?

Appreciates the board taking the time to listen to the public. We came to the area for a reason and would like to see it return to that type of area. Spoke to not knowing who your neighbors are in STRs. Registered sex offenders need to register in their own homes, but no such information provided to vacationing neighbors. State has established reasons for the state registry, but when on vacation may not register. (There is a time restriction for this.) Lives next to a rental and would hate for that to be an issue with kids and grandkids. Township could change the ordinance so that the owner/property management could know the name and addresses of the people in their rental and to check with the state on a registry. Neighbors should be notified if on the list.

R. Vick – in favor of STRs. Family has been in area for 50 years. Lives in home and represents the group of people that are NOT a corporation. Shares concerns of trash, noise, and parties. Very careful about who is allowed to rent home, wants to make sure friends and neighbors are safe. She would even consider checking sex offender list.

Seasonal restrictions should be lifted. Septic requirements required her to do \$20,000 worth of improvements. Vick hears the concerns of the people who have spoken at the meeting against STRs, but wants people to remember that not everyone is like that. Encourages board to focus on the behavior of the STR guests (the noise, the trash, the overparking) and not the existence of the ordinance itself. We all want the same thing. A safe, respectable, and thriving community. Balanced and fair rules for the people who care about this community.

D. Meyer – at the 9/29 meeting, stated against STRs, they are inconsistent with the Master Plan. Feels that it is impossible to enforce. Board took a reasonable approach – moratorium for a year and take enforcement more seriously. Feels that this is a good way to go. May have preferred a more severe approach, but understands. Would like to understand what “more enforcement” means. Wants to know exactly what measures will be taken? And how do I/ fellow township residents monitor progress?

M. Whitehouse – agrees with everything that has been said. Homeowner vs. corporate owners is the bigger concern. Thanked the board for recognizing this issue is a problem.

According to the ordinance, STRs “should not be established as income and/ or profit producing enterprises in residential neighborhoods.” However, taxation code can make “profit” a difficult thing to prove/ disprove. Asked how enforcement would occur with this, would tax records be required?

Also, the ordinance states, “Provisions of this ordinance are necessary to prevent the continued burden on County and Township services and impacts on residential neighborhoods posed by Vacation Rental properties.” How much will this cost and what’s the process? If enforced appropriately, it may increase the burden to the taxpayers.

Transparency is a problem with trying to contact owners for concerns. There should be online forms and an online database to look at complaints, what was done, and what was the conclusion.

Ideally, we would have no STRs. But since the objective of the Board is interested in seeing how enforcement will change things, he would like to know specific metrics to be used for change within a year.

L. Spevacek – 2 riparian properties – Wants to talk about the funneling. Upland properties are being rented with people going to the waterside. No provisions against a private resident having 50+ people over every day. We should focus on what impact this has on the water. What is the purpose and what outcomes are we trying to achieve?

B. Ford – involved in the development of the original ordinance. Nobel idea at the time, but has been taken advantage of and is no longer successful. Based on this he would like to see all STRs ended. Attorney said they could be eliminated. But if we don’t do that, the ordinance – 113.102 G – the intent is to eliminate over time.

113.106 – Violations – 6 ways to lose your license. This says you can lose your license in these 6 specific ways.

113.108 – Posting rental license by front door. Is this a rental unit? Allows for more knowledge of who is there and if there is an event happening. If there is a complaint then the property owner is clearly displayed.

113.109 – Questions about enforcement procedure. How does hotline work? If I call, what happens? If complaint is anonymous, does it get recorded? If name and number is given with complaint, is it recorded? Maybe put language in ordinance to show how to have the complaint taken care of. Likes the idea of the hotline. If violations and complaints are investigated, this would be great.

Understands how difficult it was to put together. It would be great if it ended 10/31, but if not please review concerns. Look at eliminating through attrition. Also would like to see the transfers language be cleaned up. Blue Lake has good ordinance to review.

** Veliquette made clarification that the paper had the wrong time so we would be waiting through at least 7:00 for those that read the paper.**

M. Whitehouse – Differentiating between ag zoning and R-1 zoning is difficult. Difficult to make sure you're in the right one. Besides the blurring lines of zoning, the LLCs are confusing. Some of the owners/ officers are the same.

C. Dakoske asked about list of STRs

D. Fitzpatrick asked about putting list online. If truly committed to enforcing, put them online.

J. Stepaneck – only allow properties that can be homesteaded for STRs. LLCs could not homestead, so corporations couldn't do it for profit. Look at the Homestead Act.

S. Kelley - Asked about revenue from STRs that will be used for enforcement costs. Townships cannot “make profit” from fees for STR licensing. Suggests looking at linking costs for the two (fees and costs of enforcement).

With new arrivals, discussion started discussing property that was attempting to get high density housing approved. Why was road name allowed? Explanation given that the parcel

was NOT subdivided. One parcel with 16 addresses. County Equalization requested name approval.

D. Meyer – Looking long term, common theme of ordinance – who understands the full ordinance? It seems to have many loopholes. Would like to explore possibilities, in the spirit of the original ordinance, for a less complicated one. Would it be simpler to enforce? Is it legal to simplify? Can we introduce a new ordinance that is short, sweet, and enforceable?

D. Ginther – If the intention to eliminate STRs is really the plan, this should be decided immediately. Changes how the ordinance is enforced.

B. Veliquette stated that the board did not take the position that the intention is to eliminate. Lots of discussion around that, but the board has not taken that specific position. Also stated he feels that there is a benefit to some residents in Milton Township. Many changes can be made (online info), but we will see how this goes. Needs to see the actual enforcement. 6 of the 34 licenses seem to be the majority of the concerns.

Audience member asked about how the whole board feels about this.

L. Atkinson agrees with waiting and seeing if enforcement is possible. Costs of enforcement? We need to wait and see. This needs to be evaluated after a year. Cost effective?

Public wants to know what metrics will be for measurement.

This is something the board is waiting for guidance from zoning about.

C. Stebineck wants to know how board feels and if they are STR owners. Veliquette has stated his opinion. Renis stated that he likes the faux pas from zoning that the rentals be eliminated through attrition. Wants to see better enforcement. Atkinson does not own STR. Neither does Renis. Weinzapfel does not have a stance, would like to discuss with attorney and has not been in contact with attorney with a finished ordinance. Does not love the current ordinance. Beebe feels that we need to see a cleaner ordinance and see what actual enforcement does.

Questions from the audience:

Does it make any sense to do lottery?

What happened to 1000-foot buffer? Atkinson explained that since we weren't issuing any more licenses it wouldn't be necessary.

Michigan anti funneling rule? Can we incorporate that language in our ordinance?

Weinzapfel explained that Milton Township does have a funneling ordinance.

Weinzapfel expressed appreciation to everyone coming in and expressing thoughts. The board is working on revisions.

Audience member wants to know when revisions will be available?

Weinzapfel explained changing ordinance should be done by October 20, before licenses are renewed. Revisions should be online.

Veliquette asked if changes will be finished before renewals are done? Waiting for zoning to provide ordinance. Enforcement officer will be used for more than just the STRs.

Weinzapfel will look to changing fees to cover enforcement officer. That doesn't need to be figured out before the ordinance is finalized and renewals are processed.

Clarification from S. Kopriva with some of the concerns that board members had and the new ones from the public. Renis asked to email concerns.

Meeting adjourned by order of the chair at 7:37 pm.

These minutes are subject to approval at the October 20, 2025 meeting. A copy of these minutes is available at MiltonTownshipMI.gov.

Respectfully submitted,
Janet Beebe, Clerk

GL NUMBER	DESCRIPTION	2025-26 ACTIVITY THRU 09/30/25	2025-26 ORIGINAL BUDGET
ESTIMATED REVENUES			
Dept 000			
101-000-402	CURRENT TAX COLLECT		450,512.39
101-000-407	DEL. TAX COLLECTION	1.03	
101-000-412	DELINQ. PERS. PROP.		
101-000-413	OVER/SHORT		
101-000-445	PTAF 3% PENALTY		1,500.00
101-000-447	PTAF 1%	84,220.73	137,107.71
101-000-476	ZONING PERMITS	13,526.00	15,000.00
101-000-573	LOCAL COMMUNITY STABILIZATION SHA	12,952.65	500.00
101-000-574	STATE SHARE REVENUE	126,290.00	252,692.00
101-000-607	LAND DIVISION & PUBLIC HEARINGS	750.00	500.00
101-000-645	CABLE TV FRANCHISE FEES	18,830.61	48,000.00
101-000-646	STAX COLLECTION FEE	5,376.00	5,500.00
101-000-664	INTEREST-TAX ACCT.		
101-000-665	INTEREST EARNED	32,201.21	30,000.00
101-000-666	INTEREST-CD	25,036.87	40,000.00
101-000-667	RENTALS- OLD TOWN HALL	1,700.00	2,000.00
101-000-668	ROYALTIES	1,089.58	1,500.00
101-000-669	LIBRARY MILLAGE		
101-000-670	TOWER LEASE	11,217.36	22,000.00
101-000-671	ROAD MILLAGE		328,564.61
101-000-672	AMBULANCE MILLAGE		356,727.48
101-000-673	SALE OF FIXED ASSET	2,100.00	5,000.00
101-000-674	MISC. REVENUE	990.49	500.00
101-000-675	DONATIONS	112.25	
101-000-676	REIMBURSEMENTS	1,119.15	
101-000-677	REIMB. ZONING	522.30	1,000.00
101-000-678	REIMBURSEMENTS-ELECTION	8,535.13	
101-000-679	SHORT TERM RENTAL ANNUAL FEE	2,600.00	5,000.00
101-000-687	REFUND / REBATES	68.69	
101-000-699	OTHER FUND TRANSFER		
Totals for dept 000 -		349,240.05	1,703,604.19
TOTAL ESTIMATED REVENUES		349,240.05	1,703,604.19

GL NUMBER	DESCRIPTION	2025-26 ACTIVITY THRU 09/30/25	2025-26 ORIGINAL BUDGET
APPROPRIATIONS			
Dept 101 - TOWNSHIP BOARD			
101-101-702	SALARY-TOWNSHIP BOARD	5,921.92	12,500.00
101-101-703	SALARY-CLERICAL	450.00	2,000.00
101-101-704	FICA (SS/MED)	437.47	1,200.00
101-101-706	PENSION - VANGUARD	360.84	750.00
101-101-723	MEMBERSHIP	7,318.00	8,000.00
101-101-727	SUPPLIES		1,000.00
101-101-801	LEGAL FEES/PROF SERVICES	2,996.54	45,000.00
101-101-802	AUDIT/CONTRACTS	6,090.00	30,000.00
101-101-860	MILEAGE		
101-101-900	PUBLISHING	3,250.25	8,000.00
101-101-956	OTHER EXPENSE/TAX TRIBUNALS	628.89	1,500.00
101-101-960	EDUCATION		
101-101-975	LAND		
101-101-977	EQUIPMENT		
Totals for dept 101 - TOWNSHIP BOARD		27,453.91	109,950.00
Dept 171 - SUPERVISOR			
101-171-702	SALARY-SUPERVISOR	16,769.94	33,539.87
101-171-704	FICA (SS/MED)	1,575.56	3,667.40
101-171-705	HEALTH INSURANCE	3,825.60	14,400.00
101-171-706	PENSION - VANGUARD	1,677.00	3,579.86
101-171-860	MILEAGE		100.00
101-171-960	EDUCATION		2,000.00
101-171-977	EQUIPMENT		2,000.00
Totals for dept 171 - SUPERVISOR		23,848.10	59,287.13
Dept 191 - ELECTION			
101-191-702	SALARY-ELECTION	2,756.40	8,000.00
101-191-704	FICA (SOCIAL SEC/MEDICARE)	210.89	612.00
101-191-727	SUPPLIES	589.72	3,000.00
101-191-801	LEGAL FEES/PROF SERVICES		500.00
101-191-860	MILEAGE	61.60	500.00
101-191-900	PUBLISHING	417.60	4,000.00
101-191-956	OTHER EXPENSE/POSTAGE	741.60	500.00
101-191-960	EDUCATION		325.00
101-191-977	EQUIPMENT/SUPPLIES		2,500.00
Totals for dept 191 - ELECTION		4,777.81	19,937.00
Dept 209 - ASSESSOR			
101-209-702	SALARY-ASSESSOR	21,458.88	42,917.79
101-209-704	FICA (SOCIAL SEC/MEDICARE)	1,115.57	3,283.21
101-209-705	HEALTH INSURANCE	7,200.00	14,400.00
101-209-706	PENSION - VANGUARD	2,145.90	4,291.78
101-209-727	SUPPLIES	1,580.99	500.00
101-209-728	POSTAGE		3,000.00
101-209-801	LEGAL FEES/PROF SERVICES		5,000.00
101-209-802	DATA PROCES/CONTRAC	1,849.10	5,000.00
101-209-977	EQUIPMENT		
Totals for dept 209 - ASSESSOR		35,350.44	78,392.78
Dept 215 - CLERK			
101-215-702	SALARY-CLERK	19,752.54	39,505.11
101-215-703	SALARY DEPUTY	8,370.75	15,600.00
101-215-704	FICA (SOCIAL SEC/MEDICARE)	2,151.43	4,215.54
101-215-705	HEALTH INSURANCE		14,400.00
101-215-706	PENSION - VANGUARD	1,975.26	3,950.52
101-215-723	MEMBERSHIP		200.00
101-215-727	SUPPLIES	912.85	1,200.00
101-215-802	CONTRACTS/DATA PROCESSING		500.00
101-215-860	MILEAGE	299.60	100.00
101-215-956	OTHER EXPENSE		200.00
101-215-960	EDUCATION	911.55	300.00
101-215-977	EQUIPMENT	1,499.47	1,600.00
Totals for dept 215 - CLERK		35,873.45	81,771.17
Dept 247 - BOARD OF REVIEW			
101-247-702	SALARY-BOARD OF REVIEW	1,700.00	3,000.00
101-247-704	FICA (SOCIAL SEC/MEDICARE)	130.44	229.50
101-247-727	SUPPLIES		200.00
101-247-860	MILEAGE		50.00
101-247-900	PUBLISHING		150.00
101-247-956	OTHER EXPENSE		150.00
101-247-960	EDUCATION		
Totals for dept 247 - BOARD OF REVIEW		1,830.44	3,779.50

GL NUMBER	DESCRIPTION	2025-26 ACTIVITY THRU 09/30/25	2025-26 ORIGINAL BUDGET
APPROPRIATIONS			
Dept 253 - TREASURER			
101-253-702	SALARY-TREASURER	19,752.54	39,505.11
101-253-703	SALARY DEPUTY	4,907.70	17,056.00
101-253-704	FICA (SOCIAL SEC/MEDICARE)	2,314.97	5,223.05
101-253-705	HEALTH INSURANCE	5,515.62	14,400.00
101-253-706	PENSION - VANGUARD	1,975.26	3,950.52
101-253-727	POSTAGE/SUPPLIES	3,045.77	4,000.00
101-253-802	DATA PROCESSING	1,837.28	6,000.00
101-253-860	MILEAGE		50.00
101-253-900	PUBLISHING		100.00
101-253-956	OTHER EXPENSE		100.00
101-253-960	EDUCATION		500.00
101-253-977	EQUIPMENT	1,499.47	
Totals for dept 253 - TREASURER		40,848.61	90,884.68
Dept 265 - OLD TOWNSHIP HALL			
101-265-702	SALARY-OLD TOWN HALL	900.00	2,500.00
101-265-704	FICA (SOCIAL SEC/MEDICARE)	68.85	137.70
101-265-727	SUPPLIES	19.98	300.00
101-265-920	UTILITIES	1,179.74	3,200.00
101-265-930	REPAIR/MAINTENANCE	700.00	20,000.00
101-265-956	MISC. EXPENSE/DEPOSIT REFUNDS		2,500.00
101-265-977	EQUIPMENT		
Totals for dept 265 - OLD TOWNSHIP HALL		2,868.57	28,637.70
Dept 268 - TOWNSHIP OFFICE			
101-268-702	SALARY-TOWNSHIP OFFICE	7,463.97	14,000.00
101-268-704	FICA (SOCIAL SEC/MEDICARE)	627.45	1,071.00
101-268-727	SUPPLIES/POSTAGE	4,024.91	5,000.00
101-268-802	CONTRACTS	11,183.57	7,000.00
101-268-850	PHONE/FAX	1,120.12	3,500.00
101-268-851	INTERNET/WEB HOST	1,104.00	2,500.00
101-268-920	UTILITIES	2,214.54	4,000.00
101-268-930	REPAIR/MAINTENANCE	3,684.74	4,500.00
101-268-956	OTHER EXPENSE	36.00	500.00
101-268-959	BOR/TAX TRIBUNALS		
101-268-977	EQUIPMENT	11,259.73	
Totals for dept 268 - TOWNSHIP OFFICE		42,719.03	42,071.00
Dept 276 - CEMETERY			
101-276-702	SALARY-CEMETERY MAINT.	1,033.74	2,067.44
101-276-703	SALARY-CEMETERY SEXTON		1,711.75
101-276-704	FICA (SOCIAL SEC/MEDICARE)	79.08	290.00
101-276-727	SUPPLIES	143.48	250.00
101-276-801	LEGAL FEES/PROF SERVICES		500.00
101-276-802	CONTRACTS/DATA PROCESSING	385.00	
101-276-920	UTILITIES	178.87	400.00
101-276-930	REPAIR/MAINTENANCE	406.00	7,000.00
101-276-956	OTHER EXPENSE		500.00
101-276-975	LAND		
101-276-977	EQUIPMENT		
Totals for dept 276 - CEMETERY		2,226.17	12,719.19
Dept 410 - ZONING			
101-410-702	SALARY-ZONING	9,791.90	14,000.00
101-410-703	SALARY-PLANNING/ZBA	5,575.00	15,000.00
101-410-704	FICA (SOCIAL SEC/MEDICARE)	1,163.72	2,102.22
101-410-705	HEALTH INSURANCE		
101-410-706	PENSION - VANGUARD		
101-410-723	MAGAZINES/MEMBERSHIPS		50.00
101-410-727	SUPPLIES	35.97	500.00
101-410-801	LEGAL FEES	47,041.50	30,000.00
101-410-802	CONTRACTS/CONSULTANTS	18,749.37	30,000.00
101-410-860	MILEAGE	88.20	1,200.00
101-410-900	PUBLISHING	901.00	2,500.00
101-410-956	OTHER EXPENSE	2,442.50	200.00
101-410-960	EDUCATION		3,000.00
101-410-977	EQUIPMENT		1,000.00
Totals for dept 410 - ZONING		85,789.16	99,552.22
Dept 434 - AMBULANCE			
101-434-802	AMBULANCE	170,625.00	341,250.00
101-434-803	CONTRACTS/MUTUAL AID	4,529.00	11,500.00
Totals for dept 434 - AMBULANCE		175,154.00	352,750.00
Dept 446 - ROADS			

GL NUMBER	DESCRIPTION	2025-26 ACTIVITY THRU 09/30/25	2025-26 ORIGINAL BUDGET
APPROPRIATIONS			
Dept 446 - ROADS			
101-446-930 ROADS		213,000.00	350,000.00
Totals for dept 446 - ROADS		213,000.00	350,000.00
Dept 448 - STREET & TRAFFIC LIGHTS			
101-448-920 UTILITIES		1,445.34	3,000.00
Totals for dept 448 - STREET & TRAFFIC LIGHTS		1,445.34	3,000.00
Dept 529 - RECYCLING/CLEAN UP DAYS			
101-529-802 CLEAN UP DAY		44,179.66	50,000.00
101-529-804 RECYCLING CENTER		1,559.94	5,000.00
Totals for dept 529 - RECYCLING/CLEAN UP DAYS		45,739.60	55,000.00
Dept 751 - ACCESES			
101-751-702 SALARY-ACCESES		1,179.24	2,358.54
101-751-704 FICA (SOCIAL SEC/MEDICARE)		90.23	180.43
101-751-727 SUPPLIES		12.75	200.00
101-751-801 LEGAL FEES/PROF SERVICES			2,000.00
101-751-802 CONTRACTS			
101-751-930 REPAIR/MAINTENANCE		795.00	10,000.00
101-751-956 OTHER EXPENSE			
101-751-975 LAND			
101-751-977 EQUIPMENT			
Totals for dept 751 - ACCESES		2,077.22	14,738.97
Dept 752 - PARKS			
101-752-702 SALARY-PARKS		12,141.62	24,243.26
101-752-704 FICA (SOCIAL SEC/MEDICARE)		1,168.49	2,956.21
101-752-705 HEALTH INSURANCE		2,152.80	14,400.00
101-752-706 PENSION - VANGUARD		1,922.82	3,845.61
101-752-722 GAS ALLOWANCE		1,000.02	2,000.00
101-752-727 SUPPLIES		528.09	2,000.00
101-752-802 CONSULTANTS/PROF SERVICES			1,000.00
101-752-920 UTILITIES		3,847.54	5,000.00
101-752-930 REPAIR/MAINTENANCE		10,075.90	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		9,537.75	5,000.00
Totals for dept 752 - PARKS		42,375.03	80,445.08
Dept 790 - LIBRARY			
101-790-803 LIBRARY MILLAGE		8,401.18	
Totals for dept 790 - LIBRARY		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		46,359.00	45,000.00
Totals for dept 865 - INSURANCE		46,359.00	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		838,137.06	1,552,916.42
NET OF REVENUES/APPROPRIATIONS - FUND 101		(488,897.01)	150,687.77
BEGINNING FUND BALANCE		2,830,747.48	2,830,747.48
ENDING FUND BALANCE		2,341,850.47	2,981,435.25

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

TRANSACTIONS FROM 09/01/2025 TO 09/30/2025

JE #	Date	Description	Reference #	OFFSETTING GL	DEBIT	CREDIT
101-101-702 SALARY-TOWNSHIP BOARD						
Journal PR: Payroll						
17546 09/05/2025	SEPTEMBER PAYROLL		1470	Multiple	711.32	
17546 09/05/2025	SEPTEMBER PAYROLL		1470	Multiple	246.00	
	Journal Totals				957.32	0.00
					957.32	0.00
Totals for 101-101-702						
	Balance 09/01/25:			4,964.60		
	Net Change:			957.32		
	Balance 09/30/25:			5,921.92		
101-101-704 FICA (SS/MED)						
Journal PR: Payroll						
17546 09/05/2025	SEPTEMBER PAYROLL		1470	Multiple	54.40	
	Journal Totals				54.40	0.00
					54.40	0.00
Totals for 101-101-704						
	Balance 09/01/25:			383.07		
	Net Change:			54.40		
	Balance 09/30/25:			437.47		
101-101-706 PENSION - VANGUARD						
Journal GJ: General Journal						
17825 09/03/2025	ASCENSUS		1514	Multiple	30.07	
17825 09/03/2025	ASCENSUS		1514	Multiple	30.07	
	Journal Totals				60.14	0.00
					60.14	0.00
Totals for 101-101-706						
	Balance 09/01/25:			300.70		
	Net Change:			60.14		
	Balance 09/30/25:			360.84		
101-101-801 LEGAL FEES/PROF SERVICES						
Journal AP: Accounts Payable						
17619 09/09/2025	PEZZETTI, VERMETTEN & POPOVITS 415091			101-000-202	474.00	
	Journal Totals				474.00	0.00
					474.00	0.00
Totals for 101-101-801						
	Balance 09/01/25:			2,522.54		
	Net Change:			474.00		
	Balance 09/30/25:			2,996.54		
101-101-802 AUDIT/CONTRACTS						
Journal AP: Accounts Payable						
17795 09/30/2025	TOBIN & CO. PC		1000005024	101-000-202	5,964.00	
	Journal Totals				5,964.00	0.00
Journal GJ: General Journal						
17833 09/04/2025	REVERSE P/R PROCESSING FEES		1518	Multiple	137.00	
	Journal Totals				0.00	137.00
Journal PR: Payroll						
17546 09/05/2025	SEPTEMBER PAYROLL		1470	Multiple	137.00	
	Journal Totals				137.00	0.00
					137.00	0.00
Totals for 101-101-802						
	Balance 09/01/25:			126.00		
	Net Change:			5,964.00		
	Balance 09/30/25:			6,090.00		
101-101-900 PUBLISHING						
Journal AP: Accounts Payable						
17612 09/09/2025	Elk Rapids News		8.31.2025	Multiple	653.50	
	Journal Totals				653.50	0.00

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JE #	Date	Description	Reference #	OFFSETTING GL	DEBIT	CREDIT
101-101-900 PUBLISHING					653.50	0.00
Totals for 101-101-900						
		Balance 09/01/25:		2,596.75		
		Net Change:		653.50		
		Balance 09/30/25:		3,250.25		
101-171-702 SALARY-SUPERVISOR						
Journal PR: Payroll						
17546 09/05/2025 SEPTEMBER PAYROLL	1470	Multiple		2,794.99		
Journal Totals				2,794.99	0.00	
Totals for 101-171-702				2,794.99	0.00	
		Balance 09/01/25:		13,974.95		
		Net Change:		2,794.99		
		Balance 09/30/25:		16,769.94		
101-171-704 FICA (SS/MED)						
Journal PR: Payroll						
17546 09/05/2025 SEPTEMBER PAYROLL	1470	Multiple		262.59		
Journal Totals				262.59	0.00	
Totals for 101-171-704				262.59	0.00	
		Balance 09/01/25:		1,312.97		
		Net Change:		262.59		
		Balance 09/30/25:		1,575.56		
101-171-705 HEALTH INSURANCE						
Journal PR: Payroll						
17546 09/05/2025 SEPTEMBER PAYROLL	1470	Multiple		637.60		
Journal Totals				637.60	0.00	
Totals for 101-171-705				637.60	0.00	
		Balance 09/01/25:		3,188.00		
		Net Change:		637.60		
		Balance 09/30/25:		3,825.60		
101-171-706 PENSION - VANGUARD						
Journal GJ: General Journal						
17825 09/03/2025 ASCENSUS	1514	Multiple		279.50		
Journal Totals				279.50	0.00	
Totals for 101-171-706				279.50	0.00	
		Balance 09/01/25:		1,397.50		
		Net Change:		279.50		
		Balance 09/30/25:		1,677.00		
101-191-702 SALARY-ELECTION						
Journal PR: Payroll						
17546 09/05/2025 SEPTEMBER PAYROLL	1470	Multiple		1,506.00		
Journal Totals				1,506.00	0.00	
Totals for 101-191-702				1,506.00	0.00	
		Balance 09/01/25:		1,250.40		
		Net Change:		1,506.00		
		Balance 09/30/25:		2,756.40		
101-191-704 FICA (SOCIAL SEC/MEDICARE)						
Journal PR: Payroll						
17546 09/05/2025 SEPTEMBER PAYROLL	1470	Multiple		115.22		
Journal Totals				115.22	0.00	

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JE # Date Description

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DEBIT

CREDIT

101-191-704 FICA (SOCIAL SEC/MEDICARE)

115.22

0.00

Totals for 101-191-704

Balance 09/01/25:	95.67
Net Change:	115.22
Balance 09/30/25:	210.89

101-191-727 SUPPLIES

Journal AP: Accounts Payable

17743 09/22/2025	ELECTION SOURCE	25-2643	Multiple	336.28
17743 09/22/2025	ELECTION SOURCE	25-2643	Multiple	5.00
17794 09/30/2025	STAPLES	7007006621	Multiple	27.37

Journal Totals

368.65

0.00

Totals for 101-191-727

Balance 09/01/25:	221.07
Net Change:	368.65
Balance 09/30/25:	589.72

101-191-956 OTHER EXPENSE/POSTAGE

Journal AP: Accounts Payable

17793 09/30/2025	Purchase Power	9.25.2025	Multiple	741.60
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Journal Totals

741.60

0.00

Totals for 101-191-956

Balance 09/01/25:	0.00
Net Change:	741.60
Balance 09/30/25:	741.60

101-209-702 SALARY-ASSESSOR

Journal PR: Payroll

17546 09/05/2025	SEPTEMBER PAYROLL	1470	Multiple	3,576.48
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Journal Totals

3,576.48

0.00

Totals for 101-209-702

Balance 09/01/25:	17,882.40
Net Change:	3,576.48
Balance 09/30/25:	21,458.88

101-209-704 FICA (SOCIAL SEC/MEDICARE)

Journal PR: Payroll

17546 09/05/2025	SEPTEMBER PAYROLL	1470	Multiple	185.94
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Journal Totals

185.94

0.00

Totals for 101-209-704

Balance 09/01/25:	929.63
Net Change:	185.94
Balance 09/30/25:	1,115.57

101-209-705 HEALTH INSURANCE

Journal AP: Accounts Payable

17742 09/22/2025	DELTA DENTAL	MBR0000265032	101-000-202	32.67
17764 09/24/2025	Priority Health	252600000211	101-000-202	2,313.39

Journal Totals

2,346.06

0.00

Journal PR: Payroll

17546 09/05/2025	SEPTEMBER PAYROLL	1470	Multiple	1,146.06
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Journal Totals

0.00

1,146.06

Totals for 101-209-705

Balance 09/01/25:	6,000.00
Net Change:	1,200.00
Balance 09/30/25:	7,200.00

101-209-706 PENSION - VANGUARD

Journal GJ: General Journal

17825 09/03/2025	ASCENSUS	1514	Multiple	357.65
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DEBIT

CREDIT

101-209-706 PENSION - VANGUARD

Journal GJ: General Journal

Journal Totals

357.65

0.00

Totals for 101-209-706

357.65

0.00

Balance 09/01/25:

1,788.25

Net Change:

357.65

Balance 09/30/25:

2,145.90

101-209-727 SUPPLIES

Journal AP: Accounts Payable

17573 09/04/2025 VC3 INC

INV3563879VC3

101-000-202

1,526.00

17646 09/11/2025 AMAZON CAPITAL SERVICES, INC. 1DRV-XHVH-KP36 Multiple 54.99

Journal Totals

1,580.99

0.00

Totals for 101-209-727

1,580.99

0.00

Balance 09/01/25:

0.00

Net Change:

1,580.99

Balance 09/30/25:

1,580.99

101-209-802 DATA PROCES/CONTRAC

Journal AP: Accounts Payable

17609 09/09/2025 Antrim County Treasurer

6246 101-000-202

119.85

Journal Totals

119.85

0.00

Totals for 101-209-802

119.85

0.00

Balance 09/01/25:

1,729.25

Net Change:

119.85

Balance 09/30/25:

1,849.10

101-215-702 SALARY-CLERK

Journal PR: Payroll

17546 09/05/2025 SEPTEMBER PAYROLL

1470 Multiple

3,292.09

Journal Totals

3,292.09

0.00

Totals for 101-215-702

3,292.09

0.00

Balance 09/01/25:

16,460.45

Net Change:

3,292.09

Balance 09/30/25:

19,752.54

101-215-703 SALARY DEPUTY

Journal PR: Payroll

17546 09/05/2025 SEPTEMBER PAYROLL

1470 Multiple

1,697.25

Journal Totals

1,697.25

0.00

Totals for 101-215-703

1,697.25

0.00

Balance 09/01/25:

6,673.50

Net Change:

1,697.25

Balance 09/30/25:

8,370.75

101-215-704 FICA (SOCIAL SEC/MEDICARE)

Journal PR: Payroll

17546 09/05/2025 SEPTEMBER PAYROLL

1470 Multiple

381.68

Journal Totals

381.68

0.00

Totals for 101-215-704

381.68

0.00

Balance 09/01/25:

1,769.75

Net Change:

381.68

Balance 09/30/25:

2,151.43

101-215-706 PENSION - VANGUARD

Journal GJ: General Journal

17825 09/03/2025 ASCENSUS

1514 Multiple

329.21

Journal Totals

329.21

0.00

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JE #	Date	Description	Reference #	OFFSETTING GL	DEBIT	CREDIT
101-215-706		PENSION - VANGUARD			329.21	0.00
Totals for 101-215-706						
		Balance 09/01/25:		1,646.05		
		Net Change:		329.21		
		Balance 09/30/25:		1,975.26		
101-215-727		SUPPLIES				
Journal AP: Accounts Payable						
17557 09/03/2025 VC3 INC		VC3-217013	Multiple		600.00	
17646 09/11/2025 AMAZON CAPITAL SERVICES, INC.		1DRV-XHVH-KP36	Multiple		3.99	
Journal Totals					603.99	0.00
Totals for 101-215-727					603.99	0.00
		Balance 09/01/25:		308.86		
		Net Change:		603.99		
		Balance 09/30/25:		912.85		
101-247-704		FICA (SOCIAL SEC/MEDICARE)				
Journal PR: Payroll						
17546 09/05/2025 SEPTEMBER PAYROLL		1470	Multiple		8.04	
Journal Totals					8.04	0.00
Totals for 101-247-704					8.04	0.00
		Balance 09/01/25:		122.40		
		Net Change:		8.04		
		Balance 09/30/25:		130.44		
101-253-702		SALARY-TREASURER				
Journal PR: Payroll						
17546 09/05/2025 SEPTEMBER PAYROLL		1470	Multiple		3,292.09	
Journal Totals					3,292.09	0.00
Totals for 101-253-702					3,292.09	0.00
		Balance 09/01/25:		16,460.45		
		Net Change:		3,292.09		
		Balance 09/30/25:		19,752.54		
101-253-703		SALARY DEPUTY				
Journal PR: Payroll						
17546 09/05/2025 SEPTEMBER PAYROLL		1470	Multiple		1,463.70	
Journal Totals					1,463.70	0.00
Totals for 101-253-703					1,463.70	0.00
		Balance 09/01/25:		3,444.00		
		Net Change:		1,463.70		
		Balance 09/30/25:		4,907.70		
101-253-704		FICA (SOCIAL SEC/MEDICARE)				
Journal PR: Payroll						
17546 09/05/2025 SEPTEMBER PAYROLL		1470	Multiple		434.14	
Journal Totals					434.14	0.00
Totals for 101-253-704					434.14	0.00
		Balance 09/01/25:		1,880.83		
		Net Change:		434.14		
		Balance 09/30/25:		2,314.97		
101-253-705		HEALTH INSURANCE				
Journal PR: Payroll						
17546 09/05/2025 SEPTEMBER PAYROLL		1470	Multiple		919.27	
Journal Totals					919.27	0.00

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

TRANSACTIONS FROM 09/01/2025 TO 09/30/2025

JE #	Date	Description	Reference #	OFFSETTING GL	DEBIT	CREDIT
101-253-705	HEALTH INSURANCE					
Totals for 101-253-705					919.27	0.00
	Balance 09/01/25:			4,596.35		
	Net Change:			919.27		
	Balance 09/30/25:			5,515.62		
101-253-706	PENSION - VANGUARD					
Journal GJ: General Journal						
17825 09/03/2025	ASCENSUS	1514	Multiple		329.21	
	Journal Totals				329.21	0.00
Totals for 101-253-706					329.21	0.00
	Balance 09/01/25:			1,646.05		
	Net Change:			329.21		
	Balance 09/30/25:			1,975.26		
101-253-727	POSTAGE/SUPPLIES					
Journal AP: Accounts Payable						
17557 09/03/2025	VC3 INC	VC3-217013	Multiple		600.00	
17794 09/30/2025	STAPLES	7007006621	Multiple		256.72	
	Journal Totals				856.72	0.00
Totals for 101-253-727					856.72	0.00
	Balance 09/01/25:			2,189.05		
	Net Change:			856.72		
	Balance 09/30/25:			3,045.77		
101-265-702	SALARY-OLD TOWN HALL					
Journal PR: Payroll						
17546 09/05/2025	SEPTEMBER PAYROLL	1470	Multiple		150.00	
	Journal Totals				150.00	0.00
Totals for 101-265-702					150.00	0.00
	Balance 09/01/25:			750.00		
	Net Change:			150.00		
	Balance 09/30/25:			900.00		
101-265-704	FICA (SOCIAL SEC/MEDICARE)					
Journal PR: Payroll						
17546 09/05/2025	SEPTEMBER PAYROLL	1470	Multiple		11.47	
	Journal Totals				11.47	0.00
Totals for 101-265-704					11.47	0.00
	Balance 09/01/25:			57.38		
	Net Change:			11.47		
	Balance 09/30/25:			68.85		
101-265-920	UTILITIES					
Journal AP: Accounts Payable						
17550 09/03/2025	DTE Energy	9.3.2025	Multiple		53.95	
17558 09/03/2025	VILLAGE OF ELK RAPIDS	9.3.2025	Multiple		54.25	
17741 09/22/2025	Consumers Energy	9.22.2025	Multiple		57.96	
	Journal Totals				166.16	0.00
Totals for 101-265-920					166.16	0.00
	Balance 09/01/25:			1,013.58		
	Net Change:			166.16		
	Balance 09/30/25:			1,179.74		
101-268-702	SALARY-TOWNSHIP OFFICE					
Journal PR: Payroll						
17546 09/05/2025	SEPTEMBER PAYROLL	1470	Multiple		420.92	
	Journal Totals				420.92	0.00

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ACTIVITY BY GL/JOURNAL REPORT

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

TRANSACTIONS FROM 09/01/2025 TO 09/30/2025

JE #	Date	Description	Reference #	OFFSETTING GL	DEBIT	CREDIT
101-268-702		SALARY-TOWNSHIP OFFICE			420.92	0.00
Totals for 101-268-702						
		Balance 09/01/25:		7,043.05		
		Net Change:		420.92		
		Balance 09/30/25:		7,463.97		
101-268-704		FICA (SOCIAL SEC/MEDICARE)				
Journal PR: Payroll						
17546	09/05/2025	SEPTEMBER PAYROLL	1470	Multiple	32.20	
17546	09/05/2025	SEPTEMBER PAYROLL	1470	Multiple	18.82	
		Journal Totals			51.02	0.00
Totals for 101-268-704					51.02	0.00
		Balance 09/01/25:		576.43		
		Net Change:		51.02		
		Balance 09/30/25:		627.45		
101-268-727		SUPPLIES/POSTAGE				
Journal AP: Accounts Payable						
17553	09/03/2025	LIZ ATKINSON	8.28.2025	101-000-202	21.16	
17787	09/30/2025	LIZ ATKINSON	9.25.2025	101-000-202	17.16	
17793	09/30/2025	Purchase Power	9.25.2025	Multiple	208.62	
17794	09/30/2025	STAPLES	7007006621	Multiple	165.97	
		Journal Totals			412.91	0.00
Totals for 101-268-727					412.91	0.00
		Balance 09/01/25:		3,612.00		
		Net Change:		412.91		
		Balance 09/30/25:		4,024.91		
101-268-802		CONTRACTS				
Journal AP: Accounts Payable						
17616	09/09/2025	Great Lakes Business Systems	SC106481	101-000-202	68.71	
17690	09/15/2025	VC3 INC	VC3-219223	101-000-202	237.50	
17744	09/22/2025	Great Lakes Business Systems	C9319	101-000-202	137.38	
		Journal Totals			443.59	0.00
Totals for 101-268-802					443.59	0.00
		Balance 09/01/25:		10,739.98		
		Net Change:		443.59		
		Balance 09/30/25:		11,183.57		
101-268-850		PHONE/FAX				
Journal AP: Accounts Payable						
17613	09/09/2025	FIRST COMMUNICATIONS, LLC.	128312468	101-000-202	159.54	
		Journal Totals			159.54	0.00
Totals for 101-268-850					159.54	0.00
		Balance 09/01/25:		960.58		
		Net Change:		159.54		
		Balance 09/30/25:		1,120.12		
101-268-851		INTERNET/WEB HOST				
Journal AP: Accounts Payable						
17683	09/15/2025	CHARTER COMMUNICATIONS	005307301090725	101-000-202	130.00	
17786	09/30/2025	LEGENDARY LION WEB DEVELOPMENT	18596	101-000-202	324.00	
		Journal Totals			454.00	0.00
Totals for 101-268-851					454.00	0.00
		Balance 09/01/25:		650.00		
		Net Change:		454.00		
		Balance 09/30/25:		1,104.00		
101-268-920		UTILITIES				
Journal AP: Accounts Payable						
17550	09/03/2025	DTE Energy	9.3.2025	Multiple	53.06	

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FROM 101-101-702 TO 101-970-977
TRANSACTIONS FROM 09/01/2025 TO 09/30/2025

JE #	Date	Description	Reference #	OFFSETTING GL	DEBIT	CREDIT
101-268-920 UTILITIES						
Journal AP: Accounts Payable						
17741 09/22/2025	Consumers Energy		9.22.2025	Multiple	219.10	
	Journal Totals				272.16	0.00
Totals for 101-268-920					272.16	0.00
	Balance 09/01/25:			1,942.38		
	Net Change:			272.16		
	Balance 09/30/25:			2,214.54		
101-268-930 REPAIR/MAINTENANCE						
Journal AP: Accounts Payable						
17617 09/09/2025	NORTHWEST FIRE, LLC		12419	101-000-202	166.00	
	Journal Totals				166.00	0.00
Totals for 101-268-930					166.00	0.00
	Balance 09/01/25:			3,518.74		
	Net Change:			166.00		
	Balance 09/30/25:			3,684.74		
101-276-702 SALARY-CEMETERY MAINT.						
Journal PR: Payroll						
17546 09/05/2025	SEPTEMBER PAYROLL		1470	Multiple	172.29	
	Journal Totals				172.29	0.00
Totals for 101-276-702					172.29	0.00
	Balance 09/01/25:			861.45		
	Net Change:			172.29		
	Balance 09/30/25:			1,033.74		
101-276-704 FICA (SOCIAL SEC/MEDICARE)						
Journal PR: Payroll						
17546 09/05/2025	SEPTEMBER PAYROLL		1470	Multiple	13.18	
	Journal Totals				13.18	0.00
Totals for 101-276-704					13.18	0.00
	Balance 09/01/25:			65.90		
	Net Change:			13.18		
	Balance 09/30/25:			79.08		
101-276-920 UTILITIES						
Journal AP: Accounts Payable						
17741 09/22/2025	Consumers Energy		9.22.2025	Multiple	30.76	
	Journal Totals				30.76	0.00
Totals for 101-276-920					30.76	0.00
	Balance 09/01/25:			148.11		
	Net Change:			30.76		
	Balance 09/30/25:			178.87		
101-410-702 SALARY-ZONING						
Journal PR: Payroll						
17546 09/05/2025	SEPTEMBER PAYROLL		1470	Multiple	1,962.40	
	Journal Totals				1,962.40	0.00
Totals for 101-410-702					1,962.40	0.00
	Balance 09/01/25:			7,829.50		
	Net Change:			1,962.40		
	Balance 09/30/25:			9,791.90		
101-410-703 SALARY-PLANNING/ZBA						
Journal PR: Payroll						
17546 09/05/2025	SEPTEMBER PAYROLL		1470	Multiple	197.50	
17546 09/05/2025	SEPTEMBER PAYROLL		1470	Multiple	85.00	
	Journal Totals				282.50	0.00

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FROM 101-101-702 TO 101-970-977
TRANSACTIONS FROM 09/01/2025 TO 09/30/2025

JE # Date Description

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101-410-703 SALARY-PLANNING/ZBA

282.50

0.00

Totals for 101-410-703

Balance 09/01/25:	5,292.50
Net Change:	282.50
Balance 09/30/25:	5,575.00

101-410-704 FICA (SOCIAL SEC/MEDICARE)

Journal PR: Payroll

17546 09/05/2025 SEPTEMBER PAYROLL

1470 Multiple

165.23

Journal Totals

165.23

0.00

Totals for 101-410-704

Balance 09/01/25:	998.49
Net Change:	165.23
Balance 09/30/25:	1,163.72

101-410-801 LEGAL FEES

Journal AP: Accounts Payable

17618 09/09/2025	PEZZETTI, VERMETTEN & POPOVITS	415090
17620 09/09/2025	PEZZETTI, VERMETTEN & POPOVITS	415089
17789 09/30/2025	PEZZETTI, VERMETTEN & POPOVITS	415940
17790 09/30/2025	PEZZETTI, VERMETTEN & POPOVITS	415941
17791 09/30/2025	PEZZETTI, VERMETTEN & POPOVITS	415942
17792 09/30/2025	PEZZETTI, VERMETTEN & POPOVITS	415944

101-000-202	5,676.50
101-000-202	1,180.00
101-000-202	908.50
101-000-202	2,111.50
101-000-202	353.00
101-000-202	1,080.00

11,309.50	0.00
11,309.50	0.00

Journal Totals

Totals for 101-410-801

Balance 09/01/25:	35,732.00
Net Change:	11,309.50
Balance 09/30/25:	47,041.50

101-410-802 CONTRACTS/CONSULTANTS

Journal AP: Accounts Payable

17740 09/22/2025	BECKETT & RAEDER	2025910
17740 09/22/2025	BECKETT & RAEDER	2025910
17740 09/22/2025	BECKETT & RAEDER	2025910
17740 09/22/2025	BECKETT & RAEDER	2025910

Multiple	1,523.75
Multiple	2,789.50
Multiple	175.70
Multiple	229.25

4,718.20	0.00
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Journal Totals

Totals for 101-410-802

Balance 09/01/25:	14,031.17
Net Change:	4,718.20
Balance 09/30/25:	18,749.37

101-410-900 PUBLISHING

Journal AP: Accounts Payable

17612 09/09/2025 Elk Rapids News

8.31.2025 Multiple

274.00

Journal Totals

274.00	0.00
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Totals for 101-410-900

Balance 09/01/25:	627.00
Net Change:	274.00
Balance 09/30/25:	901.00

101-448-920 UTILITIES

Journal AP: Accounts Payable

17610 09/09/2025	Consumers Energy	9.9.2025
17610 09/09/2025	Consumers Energy	9.9.2025
17746 09/22/2025	Great Lakes Energy	9.11.2025
17746 09/22/2025	Great Lakes Energy	9.11.2025
17746 09/22/2025	Great Lakes Energy	9.11.2025
17746 09/22/2025	Great Lakes Energy	9.11.2025
17746 09/22/2025	Great Lakes Energy	9.11.2025
17746 09/22/2025	Great Lakes Energy	9.11.2025

Multiple	27.57
Multiple	127.70
Multiple	14.00
Multiple	13.90
Multiple	13.90
Multiple	14.00
Multiple	14.00
Multiple	13.90

Journal Totals

238.97

0.00

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101-448-920 UTILITIES

Totals for 101-448-920

Balance 09/01/25:	1,206.37
Net Change:	238.97
Balance 09/30/25:	1,445.34

238.97 0.00

101-529-802 CLEAN UP DAY

Journal AP: Accounts Payable

17689 09/15/2025 GFL ENVIRONMENTAL

0070446561 101-000-202

21,638.46

Journal Totals

21,638.46 0.00

Totals for 101-529-802

Balance 09/01/25:	22,541.20
Net Change:	21,638.46
Balance 09/30/25:	44,179.66

21,638.46 0.00

101-529-804 RECYCLING CENTER

Journal AP: Accounts Payable

17684 09/15/2025 CHARTER COMMUNICATIONS

005308101090725 101-000-202

109.99

Journal Totals

109.99 0.00

Totals for 101-529-804

Balance 09/01/25:	1,449.95
Net Change:	109.99
Balance 09/30/25:	1,559.94

109.99 0.00

101-751-702 SALARY-ACCESSES

Journal PR: Payroll

17546 09/05/2025 SEPTEMBER PAYROLL

1470 Multiple

196.54

Journal Totals

196.54 0.00

Totals for 101-751-702

Balance 09/01/25:	982.70
Net Change:	196.54
Balance 09/30/25:	1,179.24

196.54 0.00

101-751-704 FICA (SOCIAL SEC/MEDICARE)

Journal PR: Payroll

17546 09/05/2025 SEPTEMBER PAYROLL

1470 Multiple

15.04

Journal Totals

15.04 0.00

Totals for 101-751-704

Balance 09/01/25:	75.19
Net Change:	15.04
Balance 09/30/25:	90.23

15.04

101-752-702 SALARY-PARKS

Journal PR: Payroll

17546 09/05/2025 SEPTEMBER PAYROLL

1470 Multiple

2,020.27

Journal Totals

20.00

Totals for 101-752-702

Balance 09/01/25:	10,101.35
Net Change:	2,040.27
Balance 09/30/25:	12,141.62

2,040.27

Journal Totals

0.00

101-752-704 FICA (SOCIAL SEC/MEDICARE)

Journal PR: Payroll

17546 09/05/2025 SEPTEMBER PAYROLL

1470 Multiple

194.75

Journal Totals

194.75 0.00

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JE # Date Description

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DEBIT

CREDIT

101-752-704 FICA (SOCIAL SEC/MEDICARE)

Totals for 101-752-704

194.75

0.00

Balance 09/01/25:	973.74
Net Change:	194.75
Balance 09/30/25:	1,168.49

101-752-705 HEALTH INSURANCE

Journal PR: Payroll

17546 09/05/2025 SEPTEMBER PAYROLL

1470

Multiple

358.80

Journal Totals

358.80

0.00

Totals for 101-752-705

358.80

0.00

Balance 09/01/25:	1,794.00
Net Change:	358.80
Balance 09/30/25:	2,152.80

101-752-706 PENSION - VANGUARD

Journal GJ: General Journal

17825 09/03/2025 ASCENSUS

1514

Multiple

320.47

Journal Totals

320.47

0.00

Totals for 101-752-706

320.47

0.00

Balance 09/01/25:	1,602.35
Net Change:	320.47
Balance 09/30/25:	1,922.82

101-752-722 GAS ALLOWANCE

Journal PR: Payroll

17546 09/05/2025 SEPTEMBER PAYROLL

1470

Multiple

166.67

Journal Totals

166.67

0.00

Totals for 101-752-722

166.67

0.00

Balance 09/01/25:	833.35
Net Change:	166.67
Balance 09/30/25:	1,000.02

101-752-727 SUPPLIES

Journal AP: Accounts Payable

17615 09/09/2025 Gill-Roy's

2509-226392

101-000-202

130.34

Journal Totals

130.34

0.00

Totals for 101-752-727

130.34

0.00

Balance 09/01/25:	397.75
Net Change:	130.34
Balance 09/30/25:	528.09

101-752-920 UTILITIES

Journal AP: Accounts Payable

17558 09/03/2025 VILLAGE OF ELK RAPIDS

9.3.2025

Multiple

54.25

17741 09/22/2025 Consumers Energy

9.22.2025

Multiple

18.19

17741 09/22/2025 Consumers Energy

9.22.2025

Multiple

29.07

17741 09/22/2025 Consumers Energy

9.22.2025

Multiple

201.08

Journal Totals

302.59

0.00

Totals for 101-752-920

302.59

0.00

Balance 09/01/25:	3,544.95
Net Change:	302.59
Balance 09/30/25:	3,847.54

101-752-930 REPAIR/MAINTENANCE

Journal AP: Accounts Payable

17551 09/03/2025 Gmoser's Septic Service

412165

Multiple

300.00

17551 09/03/2025 Gmoser's Septic Service

412165

Multiple

95.00

17688 09/15/2025 GFL ENVIRONMENTAL

0070369217

101-000-202

94.17

17765 09/24/2025 Torch Plumbing

7047

101-000-202

161.50

17785 09/30/2025 JIM RIEGLER

9.29.2025

101-000-202

64.99

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

TRANSACTIONS FROM 09/01/2025 TO 09/30/2025

JE #	Date	Description	Reference #	OFFSETTING GL	DEBIT	CREDIT
101-752-930		REPAIR/MAINTENANCE				
		Journal AP: Accounts Payable				
		Journal Totals			715.66	0.00
		Totals for 101-752-930			715.66	0.00
		Balance 09/01/25:		9,360.24		
		Net Change:		715.66		
		Balance 09/30/25:		10,075.90		

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BUDGET REPORT
Fund: 206 FIRE FUND

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Calculations as of 09/30/2025

2025-26
ACTIVITY
THRU 09/30/25

2025-26
ORIGINAL
BUDGET

GL NUMBER	DESCRIPTION	2025-26	2025-26
ESTIMATED REVENUES			
Dept 000			461,246.26
206-000-402	CURRENT TAX COLLECT		
206-000-407	DEL. TAX COLLECTION	14,736.07	
206-000-665	INTEREST EARNED	2,875.00	
206-000-671	FIRE GRANT AWARDS		
206-000-673	SALE OF FIXED ASSET		
206-000-674	MISC REVENUE	200.00	
206-000-675	DONATIONS	10.00	
206-000-676	REIMBURSEMENTS		
206-000-699	TRANSFER FROM OTHER FUNDS		
Totals for dept 000 -		17,821.07	461,246.26
		17,821.07	461,246.26

TOTAL ESTIMATED REVENUES

GL NUMBER	DESCRIPTION	2025-26 ACTIVITY THRU 09/30/25	2025-26 ORIGINAL BUDGET
APPROPRIATIONS			
Dept 336 - FIRE EXPENSES			
206-336-702	SALARY	33,429.46	80,000.00
206-336-703	SALARY-FIRE CHIEF	10,500.00	21,000.00
206-336-704	SOC.SECURITY/MEDICARE	3,541.75	8,090.00
206-336-705	SALARY - MAINT.	2,367.90	4,735.80
206-336-723	MEMBERSHIP	167.35	2,000.00
206-336-727	SUPPLIES	2,468.59	11,000.00
206-336-729	APPARATUS FUEL	1,950.14	4,000.00
206-336-801	LEGAL FEES/PROF SERVICES	27,575.00	35,000.00
206-336-802	SERVICE CONTRACTS	1,835.64	7,500.00
206-336-850	PHONE/INTERNET	1,121.66	3,000.00
206-336-860	MILEAGE	25.46	500.00
206-336-890	CONTINGENCY		1,000.00
206-336-900	PUBLISHING		500.00
206-336-910	INSURANCE	6,564.00	7,500.00
206-336-920	UTILITIES	3,053.19	9,000.00
206-336-930	REPAIR/MAINTENANCE	34,062.95	60,000.00
206-336-955	GRANT PROJECT	5,381.15	
206-336-956	PHYSICALS	5,247.90	6,500.00
206-336-957	UNIFORMS	1,259.13	2,500.00
206-336-959	MISC. EXPENSE		1,000.00
206-336-960	EDUCATION		2,000.00
206-336-970	CAPITAL OUTLAY EXPENSES		155,266.00
206-336-971	CAPITAL OUTLAY		2,904.46
206-336-976	BUILDING/GROUNDS	5,185.34	12,000.00
206-336-977	EQUIPMENT	13,724.95	17,000.00
206-336-991	DEBT PAYMENT/PRINCI		
Totals for dept 336 - FIRE EXPENSES		159,461.56	453,996.26
Dept 862 - EMPLOYER EXPENSE			
206-862-714	MERS RETIREMENT EXPENSE		7,250.00
Totals for dept 862 - EMPLOYER EXPENSE			7,250.00
TOTAL APPROPRIATIONS			
NET OF REVENUES/APPROPRIATIONS - FUND 206		159,461.56	461,246.26
BEGINNING FUND BALANCE		(141,640.49)	
ENDING FUND BALANCE		1,148,064.69	1,148,064.69
		1,006,424.20	

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

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TRANSACTIONS FROM 09/01/2025 TO 09/30/2025

JE # Date Description

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DEBIT

CREDIT

206-336-702 SALARY Journal PR: Payroll 17542 09/04/2025	FIRE SEPTEMBER PAYROLL Journal Totals	1469	Multiple	16,712.23 16,712.23 16,712.23
Totals for 206-336-702				0.00 0.00
	Balance 09/01/25: Net Change: Balance 09/30/25:			16,717.23 16,712.23 33,429.46

206-336-703 SALARY-FIRE CHIEF

Journal PR: Payroll

17542 09/04/2025	FIRE SEPTEMBER PAYROLL Journal Totals	1469	Multiple	5,250.00 5,250.00 5,250.00
Totals for 206-336-703				0.00 0.00
	Balance 09/01/25: Net Change: Balance 09/30/25:			5,250.00 5,250.00 10,500.00

206-336-704 SOC.SECURITY/MEDICARE

Journal PR: Payroll

17542 09/04/2025	FIRE SEPTEMBER PAYROLL	1469	Multiple	1,680.13 30.19
17546 09/05/2025	SEPTEMBER PAYROLL	1470	Multiple	
	Journal Totals			1,710.32 0.00
Totals for 206-336-704				1,710.32 0.00
	Balance 09/01/25: Net Change: Balance 09/30/25:			1,831.43 1,710.32 3,541.75

206-336-705 SALARY - MAINT.

Journal PR: Payroll

17546 09/05/2025	SEPTEMBER PAYROLL Journal Totals	1470	Multiple	394.65 394.65 394.65
Totals for 206-336-705				0.00 0.00
	Balance 09/01/25: Net Change: Balance 09/30/25:			1,973.25 394.65 2,367.90

206-336-727 SUPPLIES

Journal AP: Accounts Payable

17614 09/09/2025	Gill-Roy's	2509-226408	206-000-202	6.06
17794 09/30/2025	STAPLES	7007006621	Multiple	131.63
	Journal Totals			
Totals for 206-336-727				137.69 0.00
	Balance 09/01/25: Net Change: Balance 09/30/25:			2,330.90 137.69 2,468.59

206-336-729 APPARATUS FUEL

Journal AP: Accounts Payable

17647 09/11/2025	FUELMAN	NP69067806	206-000-202	150.02
	Journal Totals			
Totals for 206-336-729				150.02 0.00
	Balance 09/01/25: Net Change: Balance 09/30/25:			1,800.12 150.02 1,950.14

206-336-801 LEGAL FEES/PROF SERVICES

Journal AP: Accounts Payable

17685 09/15/2025	ENVIRONMENT ARCHITECTS	82752	206-000-202	3,625.00
	Journal Totals			3,625.00 0.00

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DB: Milton Township

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

TRANSACTIONS FROM 09/01/2025 TO 09/30/2025

JE #	Date	Description	Reference #	OFFSETTING GL	DEBIT	CREDIT
206-336-801		LEGAL FEES/PROF SERVICES			3,625.00	0.00
Totals for 206-336-801						
		Balance 09/01/25:		23,950.00		
		Net Change:		3,625.00		
		Balance 09/30/25:		27,575.00		
206-336-802		SERVICE CONTRACTS				
Journal AP: Accounts Payable						
17745 09/22/2025	Great Lakes Business Systems	C9287	206-000-202	540.00		
Journal Totals				540.00	0.00	
Journal GJ: General Journal						
17833 09/04/2025	REVERSE P/R PROCESSING FEES	1518	Multiple		104.00	
Journal Totals				0.00	104.00	
Journal PR: Payroll						
17542 09/04/2025	FIRE SEPTEMBER PAYROLL	1469	Multiple	104.00		
Journal Totals				104.00	0.00	
Totals for 206-336-802				644.00	104.00	
		Balance 09/01/25:		1,295.64		
		Net Change:		540.00		
		Balance 09/30/25:		1,835.64		
206-336-850		PHONE/INTERNET				
Journal AP: Accounts Payable						
17572 09/04/2025	FIRST COMMUNICATIONS, LLC.	128259487	206-000-202	30.95		
17784 09/30/2025	CHARTER COMMUNICATIONS	005307501092125	206-000-202	130.00		
Journal Totals				160.95	0.00	
Totals for 206-336-850				160.95	0.00	
		Balance 09/01/25:		960.71		
		Net Change:		160.95		
		Balance 09/30/25:		1,121.66		
206-336-920		UTILITIES				
Journal AP: Accounts Payable						
17550 09/03/2025	DTE Energy	9.3.2025	Multiple	53.06		
17741 09/22/2025	Consumers Energy	9.22.2025	Multiple	122.68		
17741 09/22/2025	Consumers Energy	9.22.2025	Multiple	134.68		
Journal Totals				310.42	0.00	
Totals for 206-336-920				310.42	0.00	
		Balance 09/01/25:		2,742.77		
		Net Change:		310.42		
		Balance 09/30/25:		3,053.19		
206-336-930		REPAIR/MAINTENANCE				
Journal AP: Accounts Payable						
17571 09/04/2025	FICK & SONS DIESEL GARAGE	33328022	206-000-202	1,610.35		
17611 09/09/2025	CSI Emergency Apparatus	72462	206-000-202	2,713.00		
17648 09/11/2025	NORTHWEST FIRE, LLC	12420	206-000-202	458.50		
17686 09/15/2025	FICK & SONS DIESEL GARAGE	33328068	206-000-202	630.71		
17687 09/15/2025	FICK & SONS DIESEL GARAGE	33328066	206-000-202	694.47		
Journal Totals				6,107.03	0.00	
Totals for 206-336-930				6,107.03	0.00	
		Balance 09/01/25:		27,955.92		
		Net Change:		6,107.03		
		Balance 09/30/25:		34,062.95		
206-336-956		PHYSICALS				
Journal AP: Accounts Payable						
17788 09/30/2025	MUNSON OCCUPATIONAL HEALTH & M 00241848		206-000-202	350.80		
Journal Totals				350.80	0.00	

User: Liz

DB: Milton Township

JE # Date Description

FROM 206-336-702 TO 206-862-715
TRANSACTIONS FROM 09/01/2025 TO 09/30/2025

Reference # OFFSETTING GL

DEBIT

CREDIT

206-336-956 PHYSICALS

Totals for 206-336-956

Balance 09/01/25:	4,897.10
Net Change:	350.80
Balance 09/30/25:	5,247.90

350.80 0.00

206-336-957 UNIFORMS

Journal AP: Accounts Payable

17554 09/03/2025 MES SERVICE COMPANY, LLC

IN2330793 206-000-202

156.65

17555 09/03/2025 MES SERVICE COMPANY, LLC

IV2315887 206-000-202

155.55

Journal Totals

312.20 0.00

Totals for 206-336-957

Balance 09/01/25:	946.93
Net Change:	312.20
Balance 09/30/25:	1,259.13

312.20

0.00

206-336-976 BUILDING/GROUNDS

Journal AP: Accounts Payable

17556 09/03/2025 MORRISON ELECTRIC

4823 206-000-202

375.00

Journal Totals

375.00 0.00

Journal GJ: General Journal

17755 09/22/2025 RECLASSIFY

1497 206-336-976

540.00

17755 09/22/2025 RECLASSIFY

1497 206-336-976

540.00

Journal Totals

540.00 540.00

Totals for 206-336-976

Balance 09/01/25:	4,810.34
Net Change:	375.00
Balance 09/30/25:	5,185.34

915.00

540.00

206-336-977 EQUIPMENT

Journal AP: Accounts Payable

17552 09/03/2025 HEIMAN FIRE EQUIPMENT

0945997-IN 206-000-202

641.41

Journal Totals

641.41 0.00

Totals for 206-336-977

Balance 09/01/25:	13,083.54
Net Change:	641.41
Balance 09/30/25:	13,724.95

641.41

0.00

CHECK DISBURSEMENT REPORT FOR MILTON TOWNSHIP
 CHECK DATE FROM 09/16/2025 – 10/15/2025
 Banks: GEN

Check Date	Bank	Check #	Payee	Description	Account	Dept	Amount
Fund: 101 GENERAL FUND							
09/22/2025	GEN	34635	BECKETT & RAEDER	VIOLATIONS	802	410	1,523.75
				ADMIN DUTIES/ OFFICE HOURS	802	410	2,789.50
				TRAVEL TIME	802	410	175.70
				ZBA MEETING & PREP	802	410	229.25
				CHECK GEN 34635 TOTAL FOR FUND 101:			4,718.20
09/22/2025	GEN	34636*#	Consumers Energy	ACCT 100004952345 / 7268 CAIRN	920	265	57.96
				ACCT 100004952444 / 7023 CHERRY	920	268	219.10
				ACCT 100004952642 / 13230 HICKIN	920	276	30.76
				ACCT 100052864327 / 13475 INDIAN RD	920	752	29.07
				ACCT 100004952725 / 13455 INDIAN RD	920	752	201.08
				ACCT 103036595975 / 7263 CAIRN	920	752	18.19
				CHECK GEN 34636 TOTAL FOR FUND 101:			556.16
09/22/2025	GEN	34637	DELTA DENTAL	DENTAL INSURANCE	705	209	32.67
09/22/2025	GEN	34638	ELECTION SOURCE	ENVELOPES FOR AV BALLOTS	727	191	336.28
				NAME TAGS	727	191	5.00
				CHECK GEN 34638 TOTAL FOR FUND 101:			341.28
09/22/2025	GEN	34639*#	Great Lakes Business Systems	OLD COPIER FINAL PAYOFF	802	268	137.38
09/22/2025	GEN	34640	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
				ACCT. 83210002 - QUARTERLINE & US31	920	448	13.90
				CHECK GEN 34640 TOTAL FOR FUND 101:			83.70
09/24/2025	GEN	34641	Priority Health	HEALTH INSURANCE	705	209	2,313.39
09/24/2025	GEN	34642	Torch Plumbing	PLUMBING ISSUE	930	752	161.50
09/30/2025	GEN	34644	JIM RIEGLER	WEED KILLER FOR PARKS	930	752	64.99

Check Date	Bank	Check #	Payee	Description	Account	Dept	Amount
Fund: 101 GENERAL FUND							
09/30/2025	GEN	34645	LEGENDARY LION WEB DEVELOPMENT	INTERNET/WEB HOST	851	268	324.00
09/30/2025	GEN	34646	LIZ ATKINSON	OFFICE COFFEE	727	268	17.16
09/30/2025	GEN	34648	PEZZETTI, VERMETTEN & POPOVITS, P.C	STR ORDINANCE	801	410	908.50
				SPIRIT RENTAL ISSUES	801	410	2,111.50
				SCIBERRAS VIOLATION	801	410	353.00
				WAY VIOLATION	801	410	1,080.00
				CHECK GEN 34648 TOTAL FOR FUND 101:			4,453.00
09/30/2025	GEN	34649#	Purchase Power	POSTAGE FOR AV BALLOTS	956	191	741.60
				SUPPLIES/POSTAGE	727	268	208.62
				CHECK GEN 34649 TOTAL FOR FUND 101:			950.22
09/30/2025	GEN	34650*#	STAPLES	PAPER FOR AV INSERTS & LABELS	727	191	27.37
				TONER FOR PRINTER	727	253	256.72
				PAPER	727	268	165.97
				CHECK GEN 34650 TOTAL FOR FUND 101:			450.06
09/30/2025	GEN	34651	TOBIN & CO. PC	AUDIT/CONTRACTS	802	101	5,964.00
10/06/2025	GEN	34653	Antrim County Treasurer	COMPUTER SERVICES CONTRACT	802	209	119.85
10/06/2025	GEN	34654	BECKETT & RAEDER	WAY VIOLATION	802	410	345.00
				ADMIN DUTIES/ OFFICE HOURS	802	410	4,373.65
				DOWKER PRD	802	410	1,265.00
				TRAVEL	802	410	196.70
				CHECK GEN 34654 TOTAL FOR FUND 101:			6,180.35
10/06/2025	GEN	34655	Consumers Energy	ACCT 10000105906/ TRAFFIC LIGHTS	920	448	27.34
				ACCT 103034108243/ LED TRAFFIC LIGHT	920	448	127.92
				CHECK GEN 34655 TOTAL FOR FUND 101:			155.26

Check Date	Bank	Check #	Payee	Description	Account	Dept	Amount
Fund: 101 GENERAL FUND							
10/06/2025	GEN	34658*	DTE Energy	UTILITIES - ACCT 910020747580	920	265	54.82
				UTILITIES - ACCT 910020747671	920	268	53.06
				CHECK GEN 34658 TOTAL FOR FUND 101:			107.88
10/06/2025	GEN	34659	Elk Rapids News	PUBLISHING - BOARD MINUTES	900	101	288.75
10/06/2025	GEN	34662*	Great Lakes Business Systems	CONTRACTS	802	268	125.75
10/06/2025	GEN	34669	SOUTH TORCH LAKE FIRE	CONTRACTS/MUTUAL AID	803	434	1,115.00
				CONTRACTS/MUTUAL AID	803	434	1,287.00
				CHECK GEN 34669 TOTAL FOR FUND 101:			2,402.00
10/06/2025	GEN	34671	VC3 INC	COMPUTER SET UP	727	209	621.45
10/06/2025	GEN	34672*	VILLAGE OF ELK RAPIDS	UTILITIES ACCT 2733 - OLD TOWN HALL	920	265	54.25
				UTILITIES ACCT 2734 - PARKS	920	752	54.25
				CHECK GEN 34672 TOTAL FOR FUND 101:			108.50
10/08/2025	GEN	34674*	FIRST COMMUNICATIONS, LLC.	PHONE/FAX - TOWNSHIP OFFICE	850	268	158.97
10/15/2025	GEN	34675*	CHARTER COMMUNICATIONS	INTERNET/WEB HOST	851	268	130.00
				RECYCLING CENTER	804	529	109.99
				CHECK GEN 34675 TOTAL FOR FUND 101:			239.99
10/15/2025	GEN	34676	DELTA DENTAL	DENTAL INSURANCE	705	209	32.67
10/15/2025	GEN	34679	GFL ENVIRONMENTAL	PARK WASTE	930	752	94.17
10/15/2025	GEN	34680	JENEMA BUILDERS, LLC	PAINTING DUGOUTS & SOCCER	930	752	1,637.50
10/15/2025	GEN	34682	JONATHAN LEE ARCHITECT	REIMBURSEMENT FOR SUP 2025-04	956	410	500.00
10/15/2025	GEN	34684	VC3 INC	CONTRACTS - MICROSOFT APPS/ CLOUD	802	268	258.70

10/15/2025 11:40 AM
User: JANET
DB: Milton Township

CHECK DISBURSEMENT REPORT FOR MILTON TOWNSHIP
CHECK DATE FROM 09/16/2025 - 10/15/2025
Banks: GEN

Page 4/6

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

Total for fund 101 GENERAL FUND

33,599.50

CHECK DISBURSEMENT REPORT FOR MILTON TOWNSHIP
 CHECK DATE FROM 09/16/2025 – 10/15/2025
 Banks: GEN

Check Date	Bank	Check #	Payee	Description	Account	Dept	Amount
Fund: 206 FIRE FUND							
09/22/2025	GEN	34636*#	Consumers Energy	ACCT 100005504152/ 12105 CHERRY AVE ACCT 100005504012/ 7015 CAIRN	920	336	122.68
				CHECK GEN 34636 TOTAL FOR FUND 206:	920	336	134.68
							<u>257.36</u>
09/22/2025	GEN	34639*#	Great Lakes Business Systems	COPIER FINAL CHARGE	802	336	540.00
09/30/2025	GEN	34643	CHARTER COMMUNICATIONS	PHONE/INTERNET	850	336	130.00
09/30/2025	GEN	34647	MUNSON OCCUPATIONAL HEALTH & MEDICI	PHYSICALS	956	336	350.80
09/30/2025	GEN	34650*#	STAPLES	EASEL AND BLACK/YELLOW TAPE	727	336	131.63
10/06/2025	GEN	34652	AED SUPERSTORE	CPR MASKS AND APPARATUS	727	336	400.00
10/06/2025	GEN	34656	CSI Emergency Apparatus	FOAM X6	727	336	900.00
10/06/2025	GEN	34657	DAN BUTLER	HOSES FOR WASHER AT STAT 2	976	336	64.84
10/06/2025	GEN	34658*#	DTE Energy	UTILITIES – ACCT 910020764874	920	336	53.06
10/06/2025	GEN	34660	FICK & SONS DIESEL GARAGE	REPAIR/MAINTENANCE –ENGINE 1	930	336	1,745.87
10/06/2025	GEN	34661	Gill-Roy's	SUPPLIES – HARDWARE TANKER 2 SIREN KNOB	727 930 336	336 7.79	10.72 <u>18.51</u>
10/06/2025	GEN	34662*#	Great Lakes Business Systems	SERVICE CONTRACTS	802	336	128.20
10/06/2025	GEN	34663	IMPACT RESCUE LLC	EXTRACTION EQUIPMENT SERVICE	930	336	827.50
10/06/2025	GEN	34664	Jeremy Ball	BATTERIES	727	336	64.84

CHECK DISBURSEMENT REPORT FOR MILTON TOWNSHIP
 CHECK DATE FROM 09/16/2025 - 10/15/2025
 Banks: GEN

Check Date	Bank	Check #	Payee	Description	Account	Dept	Amount
				Fund: 206 FIRE FUND			
10/06/2025	GEN	34665	MES SERVICE COMPANY, LLC	SERVICE FOR BREATHING AIR	930	336	360.00
				UNIFORMS - SHORTS	957	336	426.69
				UNIFORMS - SHIRTS & PANTS	957	336	320.00
				CHECK GEN 34665 TOTAL FOR FUND 206:			1,106.69
10/06/2025	GEN	34666	NEPA	MEMBERSHIP	723	336	225.00
10/06/2025	GEN	34667	NORTHWEST REGIONAL FIRE TRAINING CE	MEMBERSHIP	723	336	575.00
10/06/2025	GEN	34668	ROBERT SHUGART	EDUCATION - VFIS MANUALS	960	336	69.00
10/06/2025	GEN	34670	ULINE	CLOROX WIPES & TOWELS	727	336	211.88
10/08/2025	GEN	34673	BILL DROLLINGER	RED CROSS ADULT & CHILD CPR	960	336	224.00
10/08/2025	GEN	34674*#	FIRST COMMUNICATIONS, LLC.	PHONE/INTERNET	850	336	24.15
10/15/2025	GEN	34677	FIRST COMMUNICATIONS, LLC.	PHONE/INTERNET	850	336	12.81
10/15/2025	GEN	34678	FUELMAN	APPARATUS FUEL	729	336	391.16
10/15/2025	GEN	34681	Jeremy Ball	SNACKS, DRINKS, & RENEWAL	727	336	370.62
10/15/2025	GEN	34683	MORRISON ELECTRIC	PARKING LOT LIGHTS	976	336	1,529.00
				Total for fund 206 FIRE FUND			10,447.08
				TOTAL - ALL FUNDS			44,046.58

* - INDICATES CHECK DISTRIBUTED TO MORE THAN ONE FUND

- INDICATES CHECK DISTRIBUTED TO MORE THAN ONE DEPARTMENT

ANTRIM COUNTY SO
MILTON TOWNSHIP REPORT
SEPTEMBER 2025

Nature	# Events
911 CHECK	7
ALARM	3
ANIMAL CONTROL COMP	5
CANINE DEPLOYMENT	2
CAR DEER ACCIDENT	1
CIVIL (NON-CRIMINAL)	4
CONSERVATION OR DNR	2
DRIVING COMPLAINT	2
FIRE ALARM	1
FIRE ASSIST	1
FOLLOWUP	3
FRAUD	3
GENERAL ASSIST	4
HAZARDOUS CONDITION	6
LIFT ASSIST	1
MARINE STOP	7
MEDICA	1
MEDICAL CALL	29
MISCELLANEOUS	4
MOTORIST ASSIST	2
OUIL / OUID	1
PAPER SERVICE	1
PPO VIOLATION	1
PRIVATE PROPERTY PDA	2
PROPERTY DAMAGE ACC	2
PROPERTY FOUND / LOST	1
PROPERTY INSPECTION	1
REPOSESSION	1
STALKING	1

Nature	# Events
SUSPICIOUS PERSON	2
SUSPICIOUS SITUATION	2
SUSPICIOUS VEHICLE	1
THREATS	3
TRAFFIC STOP	31
TREE DOWN	2
TRESPASSING	1
UNLAWFUL DRIVING AWAY	1
WELLNESS CHECK	2
Total	144

Elk Rapids District Library Board of Trustees
August 14, 2025, 4:00 pm
Elk Rapids Government Center, 315 Bridge Street, Elk Rapids MI 49629

Approved 9.11.25

1. Call to Order and Approval of Agenda: Wonch called the meeting to order at 4:00 pm

Members Present: Julia Pollister Amos, Liz Atkinson, Dan McAuliffe, Nancy Wonch, and Joe Fisher

Members absent: Dianne Richter, Dick Hults, Camille Campbell. All excused.

Also present: Sharon Bacon, Friends Laison

Agenda Approval:

MOTION: by Atkinson/McAuliffe to approve the 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 –July 10, 2025

B. Treasurer's Report and Approval of Bills

Correction to minutes: Correct name spelling to Wright

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

Roll Call

Pollister Amos: Yes

Fisher: Yes

Wonch: Yes

Hults: absent

Campbell: absent

McAuliffe: Yes

Richter: absent

Atkinson: Yes

Motion carried

4. Correspondence

Williams said she's been getting a lot of calls and emails of congratulations regarding the passage of the bond millage. She discussed a letter from Salvatore Castronovo regarding his letters to the editor about the library. Pollister Amos has also gotten positive emails and calls about the bond vote. Wonch said she has as well.

5. Unfinished Business:

A. Bond Resolution

Williams said this is a resolution that was drafted and is necessary to sell the bonds. We have chosen to do a private sale. Wonch asked who can buy these bonds? How does it happen if it's a private sale? Williams said they will go to financial institutions. They will send to banks in our region. Your financial advisor may be able to help you make an investment like this.

MOTION: by Pollister Amos/Atkinson Motion to approve Resolution 25-3 to authorize issuance of the library building and site bonds.

Roll Call

Fisher: Yes

Pollister Amos: Yes

Wonch: Yes

McAuliffe: Yes

Atkinson: Yes

Richter: absent

Campbell: absent

Hults: absent

Motion carried.

B. L429 Tax Rate Request

A draft copy of this tax rate request was in the packet. It has been checked and a clean copy will be sent next week. We need to approve the levy of these millages today.

MOTION: by Pollister Amos/Atkinson to approve L429 Tax Rate Request.

Roll Call

Campbell: absent

Richter: absent

Fisher: Yes

Hults: absent:

Atkinson: Yes

McAuliffe: Yes

Pollister Amos: Yes

Wonch: Yes

Motion carried.

C. 2024-2025 Audit

Williams passed out printed copies of the audit said an electronic copy was also sent. Schulze Oswald Miller & Edwards PC completed the audit in June and this was received after the last meeting. We fared better than we were predicting as far as the final budget. We did use some

fund balance, but not the \$30K we were predicting. Wonch said they were a little critical of internal controls, but when you look at the reasons, it's necessary because we don't have a larger staff. Pollister Amos commented that this has been a "standard" note on all our audits.

MOTION: by Atkinson/McAuliffe to receive the 2024-2025 Audit
Motion carried.

Pollister Amos congratulated Williams on a successful audit.

D. Leadership Learning Lab

Wonch congratulated Williams on being accepted into the Leadership Learning Lab program, which is through Rotary Charities. More than ever, Williams said she will need support of other leaders to navigate the challenges that will be coming. This will meet once a month and, every other month is virtual.

6. New Business

A. ARSL (Association for Rural & Small Libraries) Conference September 17-21st
This is a conference for rural libraries. Williams would like to go to this conference which is in New Mexico. There is a grant that will cover the costs. Wonch congratulated Williams on being selected to go for this conference.

B. Breton Group Agreement

Williams asked Mark to write up a new contract. We feel like we are ready to pull back a little bit from him. We meet with him once a month. We can use him on a month to month basis. If we get fully funded, we can discontinue our services with him. Wonch said she read the proposed contract. It goes through December.

MOTION: by Atkinson/McAuliffe to approve the Breton Group Agreement may be continued through December 2025 at a cost of \$3,500.00 per month.

Roll Call

Wonch: Yes

Fisher: Yes

McAuliffe: Yes

Pollister Amos: Yes

Atkinson: Yes

Motion carried.

7. Director's Report:

Summer Reading Stats: Aaron

**Library Door
Count: 6,269**



**ELK RAPIDS
DISTRICT LIBRARY**

July 2025

Circulation Totals to date
July 2025: 5,481
July 2024: 5,811
FY 2025 YTD: 22,226

Printing

4,608

CIRCULATION

Technology

113

Books

3,555

Children's special
collections

75

E content

1,003

Library of Things

28

Mem Received

313

DVD's

229

Mem Sent

69

Other

165

PROGRAMMING

Audience	# of programs	Attendance
Youth	13	506
Family/Teen	3	31
Adult	5	162
Outreach	7	525
Total	28	1224

Highlight:

- Busiest month for foot traffic on record.
- Circulation is slightly down due to changes in circ policy.
- We saw an estimated 700-800 guests for Harbor Days

Quinn Evans:

We meet weekly on zoom to fine tune the staff area and tween and teen area. The building committee should be meeting in September to get a report on their progress

Campaign:

We are excited to share that we have less than \$750,000 to go in our fundraising efforts. See the **campaign report for details!**

We will hold another open house at the Cairn Hwy building on August 26th at 10am from 10-11:30. We are always looking for board members to assist us during that time. It is a great opportunity to meet the public.

Fundraising Events Report

Movie, over 75 people \$366 raised

Antrim Writers 14 people, \$380 raised

Dam Shop/Headwaters Band full house with over 60 people \$203 raised

Other fundraising events coming up:

Golf Outing on October 1st

Millage:

Elk Rapids Township 40% turn out

Milton Township, 32.19% turn out

36.21% of voters were opposed and **63.79 % VOTED YES!!!!**

Special thank you to the team that worked on getting the vote out.

I will be taking a short vacation Sept 12th through 16th before the New Mexico conference in September.

Wonch thanked board members for all of their help with fundraising activities.

8. Standing Committee Reports

A. Personnel Committee – Pollister Amos, Atkinson, Campbell

Pollister Amos is working to set a meeting soon.

B. Financial Committee – Atkinson, Pollister Amos, Richter

Atkinson reported there has been no meeting

9. Ad Hoc Committee Reports

a. Building Committee – Hults, McAuliffe, Campbell

There was no meeting. McAuliffe will be resigning his position on the board due to new work requirements. Wonch said Hults told him he's been negotiating with Cunningham Limp and they are working out the details of the construction contract.

b. Strategic Planning Committee – Wonch, Pollister Amos, Fisher

No meeting

c. Campaign Steering Committee – Hults, Wonch, Pollister Amos
 The following report was provided in the packet

Elk Rapids District Library Board of Trustees Report Campaign Progress – August 2025

Millage Success = Momentum! The August 5th millage vote passed, bringing great excitement, enthusiasm, and renewed hope for the successful completion of the new library effort.

Since the vote, several significant donors have stepped forward—either making outright gifts or requesting meetings with campaign leadership to discuss contributions. This has reenergized the campaign leadership, prompting the development of an urgent plan to finish the campaign in a timely manner.

Campaign Plan: August – December 2025 Campaign Co-Chairs Paula and Bill have reviewed remaining potential and devised a focused strategy to complete the campaign by year-end. The plan will continue to **prioritize major and leadership-level gifts** while also working to secure a **quiet pool of challenge gift donors**, to be introduced publicly in late summer or early fall.

Anticipated Sources of Remaining Campaign Funds:

Leadership Gift Division – Individual Gifts – Friends of the Library who have yet to make a gift. Identified major donor prospects. A targeted group of Dow retirees. Outreach through the “Gold Committee” for earnest pursuit of major gifts.

Foundation Division – Strong early progress with local and regional foundations. Additional foundation opportunities remain and are expected to contribute significantly to the final campaign total.

Business Division – Following the busy Summer 2025 season, a concerted effort will invite all area businesses to participate. A group of business leaders will meet to restart divisional activities in September.

10. Friends Report:

As submitted by Sharon Bacon

Friends of the Elk Rapids District Library Liaison Report August 14, 2025 The Friends Board of Directors met at 5:00 on July 28, 2025, in the meeting room of the new Library, with eight members attending, as well as Executive Director Pamela Williams, BOT Liaison Camille Campbell, and 5 guests. Sharon Bacon, Acting Chair, presided.

Meeting highlights: Sharon requested formal approval for the change in Chair and Vice Chair positions resulting from Camille Campbell's resignation. Following motions duly made and seconded, the board voted to appoint Sharon Bacon to serve as Chair and Lauren Dake to serve as Vice-Chair for the remainder of Camille's term, ending September 22, 2025.

The Minutes were approved as circulated without correction.

Treasurer's Report: The Treasurer gave the FY'25 closing Statement of Financial Position showing total assets of \$104,187. Net operating revenue was \$11,311. The Friends received and forwarded \$364,612 in gifts directed to the Capital Campaign and provided \$13,079 in program support from operating income. To date, we have contributed \$55,000 toward our pledge of \$75,000. The balance will be paid as the next CDs mature. We have been advised that our level

of income will not require an audit this year.

A draft budget for FY'26 was discussed and will be available for approval at the August meeting. Member donations are lighter this year, perhaps due to the capital campaign.

Liaison Report: Camille reported the Board of Trustees had accepted a donation of a boat, with proceeds from its sale to be directed to the capital campaign.

Committee Reports: The Book Cellar - Peggy Starr shared an incident that recently occurred while one of the volunteers was sorting books in the Book Cellar. A patron brought a challenged man with him, and shared that as a young person, he (the patron) did not "fit in." The library became his "family" and, thus, he continues to bring people who need a "family" to the library. She also reported that the Book Cellar received a lot of book and puzzle donations this month. Seven volunteers worked 34 hours this month. • **Public Relations** - It was a busy month for Karin Beery, as she provided PR support for the Library movie at the ER Cinema, tended FB and website communications, coordinated publicity with campaign staff to support the millage vote, as well as writing articles for the View from the Porch and the Friends monthly newsletter. • **Membership** - Membership renewals for FY'26 are beginning to come in. Final membership figures for FY'25 are 168 members, contributing \$1,680 in membership dues and \$1,300 in accompanying donations. • **Fundraising** - The next fundraising event is: Fall, Flannel & Friends" on October 23 at Townline Ciderworks. We hope all trustees and their friends will plan to attend. Details will be forthcoming soon! Glamour, Glitter, and Glitz is planned for Summer 2027. The committee needs a place to work which has a bathroom, water, heat, and can be locked. We would appreciate the help of the Trustees in locating such a workspace for GGG preparations and storage. **Director's Report:** Pam reported that this has been the busiest summer yet for the library! She was happy to share good news that the Capital Campaign has reached over \$2.6 million and reminded everyone to contact neighbors and friends to vote on August 5. In anticipation of a positive response to the millage proposition, all were invited to attend a celebration party at the home of Julia Pollister Amos on August 6. Additionally, Pam reported the audit was completed and looks good. A \$25,000 grant was received from the Schmuckal Family Foundation for the new library. Quinn Evans expects to have the finished designs by April, with construction starting next spring. She would like to have help from the FOL for Harbor Days on the lawn, as well as upcoming Open House events in August. **Old Business:** Sharon and Lauren reported that the Nominating Committee has completed its work and will be ready to announce the slate of candidates at the August meeting. Both expressed their excitement at the excellent qualifications of those who applied for board positions. They assured the current board that the future of the Friends will be in good hands. **Next meeting:** Aug 25, 2025 5:00 at the new Library

Respectfully submitted,

Sharon Bacon

Chair, FOERDL Board of Directors

Full report is provided above. Bacon also said it is necessary for the board to approve a new chair and vice chair. That was done at our last meeting. We are official and once again in line with what is expected of non-profit organizations. The year end treasurer's report is such that we will not need an audit but we will have a financial review. We need three people willing to sit on a committee for the review. \$364K have flowed from the friends into the capital campaign. This is a measure worth taking and there will be more gifts flowing through the Friends. This is the

10th year of the Friends. Bacon reviewed some of the financial history and the growth of the organization and the goals for next year. The annual meeting is September 22nd. Wonch thanked the Friends for all of the work they do to support the library.

11. Public Comment:

None

12. Board Comments:

Wonch thanked McAuliffe for his work on this board. Wonch thanked everyone for their work on a successful bond campaign.

13. Adjournment

Meeting adjourned by order of the chair at 4:43 pm.

Respectfully,
Julia Pollister Amos, Secretary Elk Rapids District Library Board

LibBdMin8.14.25approved

Elk Rapids District Library Board of Trustees
September 11, 2025, 5:00 pm
Elk Rapids Government Center, 315 Bridge Street, Elk Rapids MI 49629

Approved 10.22.25

1. Call to Order and Approval of Agenda: Hults called the meeting to order at 5:03 pm and took a moment to remember those who perished in the attacks on the World Trade Center on September 11, 2001.

Members Present: Julia Pollister Amos, Liz Atkinson, Dick Hults, Dianne Richter, Nancy Wonch, Camille Campbell

Also present: Director Pam Williams. There were no public audience members

Members absent: Joe Fisher, excused , and one Milton Twp member has not been appointed yet.

Agenda Approval:

MOTION: by Pollister Amos/Wonch to approve the 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 –August 14, 2025

B. Treasurer's Report and Approval of Bills

MOTION: by Wonch/Campbell to approve the consent agenda

Roll Call

Atkinson: Yes

Hults: Yes

Wonch: Yes

Richter: Yes

Campbell: Yes

Pollister Amos: Yes

Motion carried with 2 absent

4. Correspondence

Williams said she got a nice letter from Elaine Miller for working hard to pass the millage and providing facts and information. Pollister Amos said she spoke with a young woman who uses the library for studying.

5. Unfinished Business:

A. Cunningham Limp Contract: Hults said he finalized the contract and sent it out to everyone on the board for review. He's requesting feedback. Wonch has been helpful and we may have another meeting with Bobby Peplinski at CL to iron out minor details. Wonch requested after Sept. 30th. Hults said he would like to discuss this now and have this signed off by the October meeting. Hults discussed the process up to date with our attorney and CL. Hults discussed some of the changes with the goal of making this a balanced contract. Atkinson and other board members said they did read the contract multiple times. Pollister Amos asked about the written program. Williams said this has already been done via Quinn Evans. CL is responsible for setting meetings with QE and the owner. Discussion of allowing our local people to quote on projects. Wonch said she questions an estimated maximum price of \$5.3 million, but that doesn't include the updated job scope. Hults described the process upcoming for dealing with that updated job scope. Williams said the schematic designs should be ready to review by next month. The idea is to get it below where you want it to be to have a cushion. Pollister Amos said what if someone gives us an extra half million, what do we do? Hults said we would finish the community center. Pollister Amos discussed the plans and when they will be finalized. None of the things that have been adjusted with change the cost substantially. The goal for getting out to bids is April. Discussion of having Bobby Peplinski being here for questions on the signing of the contract in October. Pollister Amos said she doesn't want him to come if it be an additional cost. Wonch said she doesn't think he needs to be here. Atkinson said she also doesn't feel that Peplinski needs to attend. Richter also agreed.

6. New Business

A. Director Job Description: Pollister Amos said the personnel committee met with Pam to review other director contracts and job descriptions. We can note the current 2018 job description is fine with Pam and the committee and we could approve this at the next meeting. We will also use the same electronic evaluation and will include an "unable to answer" option.

B. Director Draft Contract: Pollister Amos said regarding this contract, the personnel committee worked on this together with Director Williams. This will be formatted as it was previously. Please review. Pollister Amos discussed how much extra Williams has done because of the building of the new library. She suggests we give a non-discretionary bonus in 2026/27 and 2027/2028. There is no number in here. I suggested doing this over two years so it doesn't impact our budget all in one year. The contract we had before was simple and so is this one, but this has more things that affect what Pam does and how she does it and what we do if she wants to leave, or if we want her to leave or if she dies. Other changes are that everyone on the board signs the contract. She will be due for a salary increase every year. Campbell said we discussed having this contract automatically renews every three years. The contract says it shall extend one year. Williams said it can stay the same. Williams said she likes how it stands now and Campbell agreed. Pollister Amos said if you have questions, please let us know. Williams is happy with this. Discussion of the bonus amount and putting this as a TBD rather than a blank. Wonch discussed having the amount being defined versus not defined. Williams said she feels comfortable with the way it stands. W will make some minor changes (*Section 1 contract is for three years starting in March 26, Section 3.2 bonus amount is to be determined, Section 3.2 this will cover fiscal years 2026-2027 and 2027-2028*), and ask you to vote on it in October.

C. Draft volunteer Policy: Williams presented the policy created by Aaron. He's been working

with Emmy, our outreach coordinator, on this policy and agreement. One thing missing here is YESA, Williams sent an email a link on YESA and it will be connected to this policy when we give it out to our volunteers. Emmy is also having a volunteer meet up to discuss what needs to be done around the library. We also have kids who want to volunteer for their National Honor Society, Community Service hours etc. and this would serve them as well. Pollister Amos said regarding the signature, we need to remove volunteer agreement since there isn't one and change to "Policy". Williams will make this change, and we will have it on the agenda for October.

7. Director's Report:

Madelyne Cook will be interning for us this semester. Aaron will be her mentor.

- We are collecting the signs from the campaign to store for future use.
- We are once again collecting jewelry for a future GGG event.
- Next month we will share the statistics as we celebrate the 1 year anniversary of the launch of 1000 books before kindergarten.

A big thank you to **Village Market** and to everyone who donated their Community Cash receipts to the Library! We received over \$2,700

Library Card Sign up Month: This year's theme, "One Card, Endless Possibilities". Book Bike Library Card Sign-Up pop-up events:

- Sunday, September 7th 12:00 - 2:00 pm, Village Market (250 Ames St)
- Tuesday, September 9th 4:30 - 5:30 pm, Community Cupboard (404 Spruce St)
- Saturday, September 20th 12:00 - 2:00 pm, Elk Rapids High School Soccer Fields, (494 E 3rd St)
- Saturday, September 27th 12:00 - 2:00 pm, Fall Festival, Downtown Elk Rapids

September Programming (check calendar for dates and times)

- Seed Harvesting Class
- Pre-planning Workshop with Reynolds Jonkhoff Funeral Home
- Books on Tap, Island House Readers and Cookbook Book Club is back!
- National Writers Series - Antrim Raising Writers: Tales from the Language Lab with author David Hornibrook This is a hybrid class - the first and last class will be at the Elk Rapids Library, the intervening classes on Zoom.
- Inventive Minds Lab STEAM-based after school fun!
- Crafty Bookworms - Book Bedazzle Party
- Drop In Pokemon Club
- Lego Club
- Story time
- Knitting
- Tech Help drop in

Monthly report as presented by AD Aaron Hill :

Door Count:
5,709 (est)



**ELK RAPIDS
DISTRICT LIBRARY**
August 2025

Circulation Totals to date
August 2025: 4,829
August 2024: 4,796
FY 2025 YTD: 27,055

Printing

-

CIRCULATION

Technology

96

Books

3,081

Children's special collections

58

E content

939

Library of Things

17

MEL Received

265

DVD's

251

MEL Sent

97

Other

122

PROGRAMMING

Audience	# of programs	Attendance
Youth	8	318
Family/Teen	2	800
Adult	12	104
Outreach	2	30
Total	24	1252

Highlight:

- For Summer Reading the library hosted 57 events for youth, families, and adults.
- Over 2000 people attended summer reading events.

Director:

- I started the Rotary Leadership Learning Lab this week.
- I am leaving on Friday for vacation and the Association for Small and Rural Library Conference. I will be gone from Sept 12th through Sept 21st.

8. Standing Committee Reports

A. Personnel Committee – Pollister Amos, Atkinson, Campbell

Completed previously under New Business.

B. Financial Committee – Atkinson, Pollister Amos, Richter

Have not met

9. Ad Hoc Committee Reports

a. Building Committee – Hults, Campbell

Hults discussed a few things that are happening at the building.

b. Strategic Planning Committee – Wonch, Pollister Amos, Fisher

Have not met

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

Marc is on vacation right now. The total raised to date is \$2.9 million. This is with \$52K used for the match. We are 25% into that match. We have a very generous community. This will be built by the community. We are \$600,000 close to our goal. Williams passed out flyers regarding donations. She also passed out another flyer regarding business opportunities for donors. Working on looking at the floor plan. We have things that have been reserved for naming rights. We are now looking at naming rights for specific collections. Fundraising team is working hard and we appreciate all the work being done.

10. Friends Report:

Liaison Sharon Bacon submitted this written report:

, The Board of Directors of the Friends of the Elk Rapids District Library met at 5:00 on August 25 in the new library building. In attendance were nine directors, Library Director Pam Williams, Board of Trustees liaison Camille Campbell and 5 guests. The minutes of the July meeting were unanimously approved without modification.

The Treasurer reported net income of \$2,601 through July of the current fiscal year. The budget for FY26 was approved as corrected. It includes \$10,000 in support for Library programs. The Board approved authorization for a financial review at a cost not to exceed \$3,000.

BOT Liaison Camille Campbell reported news from the latest Trustees meeting—audit results, a new grant in support of the Director, continuation of the contract with the Breton Group through the end of the year, passage of the millage, and Dan McAuliffe's resignation.

Highlights of committee reports:

The Book Cellar - The Book Cellar received a big donation of children's books and history books. Donations for books were good last month (approximately \$1,600 at the time of the meeting). Four volunteers worked over 42 hours processing the inventory.

Membership - Renewals are coming in more slowly than expected, and some former members did not receive the recently mailed letter. Bobbitt reported 60 memberships thus far with many still coming in. Personal reminders can be sent via email to anyone who did not receive a membership notice.

Fundraising - There was a vibrant discussion of upcoming and new fundraising events and ideas. Paula suggested, and the Board agreed to, an increase in ticket prices to \$30 per person

for this year's Fall, Flannel and Friends. It was also suggested that music be added to this year's event. Susan Ash is working on a new event to be announced shortly—an ethnic menu dinner in a lovely location. Karin suggested a Silent Book Club in the library or other places in town throughout the winter as small fundraisers and Friends' awareness events. Pam is still working on a teens putt-putt event in the library, possibly in January. Sharon proposed an Elk Rapids area puzzle that could be sold as an on-going fundraiser for the Friends. Laura reminded the board of the September 27 Fall Festival in Elk Rapids. The Library will once again have pumpkin decorating from 12-5 and will need volunteers to help.

Public Relations - Karin reported that in addition to her regular monthly duties, she created/scheduled/sent millage reminders on Facebook and via email. She's also been monitoring the website for membership updates, and she created a Facebook event and Save-the-Date graphic for Fall, Flannel & Friends.

Director's Report: Pam shared thoughts and statistics on the millage passage and its impact on the campaign. Also... —The Bike Bookmobile (funded by the Friends) has now gone to eight events; met about 1,000 people; and raised \$91 for the Book Cellar. —The winning vote for the bookmobile's name was "Wheelie Good Reads." —September is library sign-up month; the staff will plan something for the month. —She updated the board as to upcoming fall events and reported that 2025 was the library's biggest summer ever. —Pam will be gone for several days in September for training.

Old Business:

Capital Campaign - Sharon proposed adding \$25,000 to our pledge to the new library building as the Friends have accumulated considerable savings. Pam informed the board that this would be a good time to do that, as several donors have committed \$200,000 to a "Matching Gift Challenge"—assuring that every new gift or pledge, as well as every increased gift or pledge, will be matched dollar for dollar up to \$200,000. The additional pledge would bring the Friends total gift to \$100,000. The Board unanimously agreed.

Nominating Committee Report - Sharon presented a slate of new board members on behalf of the nominating committee (which included Lauren Dake and Carol Heles). 2025/26 new board members will include: Sam Pine, Adrienne Houghton, Geri Lefebvre, Kris Ebert, Beth Heuerman, and Paula Jorge. Lauren Dake will be nominated to chair the Friends Board.

Trustees are reminded that the Annual Meeting of the Friends of ERDL Board will be held at 5:00 pm on September 22, 2025, in the new library building. All are invited to attend and hear a review of this year's accomplishments on behalf of the library.

The meeting adjourned at 6:00 pm. Respectfully submitted, Sharon Bacon Board Chair and Liaison to the Board of Trustees

Bacon also presented verbally: A budget has been passed. Our income for the year is estimated at \$36K. We are putting aside money for a future library project. Update on the Book Cellar. Renewals are coming in slowly. We need to get our membership numbers up. We had a good discussion about potential fundraising events and projects. We won't have a sweepstakes project this year. We have some good ideas for smaller projects. Our nominating committee presented its report. You are all invited to attend our annual meeting in September at the new library. She thanked the board for the experience and her time as the liaison to this board. Speaking on behalf of the next Friends leadership. October is national friends of the library's week on the 19-25th. She'd like to see some effort on the part of this board to express gratitude to the Friends for the work they've done.

11. Public Comment: None

12. Board Comments: Richter asked about any new bills coming from the attorney. Hults said no.

13. Adjournment

Meeting adjourned by order of the chair at 6:11 pm.

Respectfully,

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

LibBdMin9.11.25appropved

Katherine J. Keating
Secretary and Treasurer, Penahguhme Association
8820 Penahguhme Rd.
Rapid City, MI 49676
kkeating2006@gmail.com
616 322 5436

Re: Penahguhme Association Low Pressure Sanitary Sewage System Escrow Account

October 3, 2025

To Whom it May Concern:

I am writing on behalf of the Board of Directors for the Penahguhme Association to request disbursal of the accumulated funds in the Penahguhme Association Low Pressure Sewage System Escrow Account held by Milton Township. As Secretary and Treasurer for the Association, I will manage these funds to ensure that adequate monies remain available to ensure continued operations of this sewage system in accordance with all municipal regulations of such systems.

Please proceed with termination of the Letter of Credit to close the account and disburse the funds.

Thank you.


Katherine J. Keating, Secretary and Treasurer


James F. Keating, President


James A. McKimmy, Member of the Board