

Milton Township Board
Tentative Agenda for Regular Meeting
January 19, 2026 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):
- a. Approve Draft Minutes of the Board Meeting on December 15, 2025
 - b. Treasurer’s Report – provided in packet.
 - c. Approval of Bills to be paid – provided in packet
- D. Public Comment on agenda items only.**
- a. Comments shall be directed to the board, with questions directed to the chair.
 - b. Persons may address the board on matters that are relevant to township government issues.
 - c. 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**
- a. **Sheriff’s Report** – Provided in packet
 - b. **Fire Department** – Provided in packet
 - c. **EMS Report** – Provided in packet
 - d. **Zoning Report**
 - e. **Planning Commission**
 - f. **County Commissioner**
 - g. **Library Report**
- F. Unfinished Business**

- a. Insurance – will revisit in January, 2026
- b. Enforcement Officer – policies, payments, & responsibilities
- c. Fire Station Finance options – 2 quotes

G. New Business

- a. Hayden Land Combination (LD#26-01)
- b. FLOCK cameras
- c. Zoning map amendment #2025-05 (Wells)
- d. Zoning ordinance amendment #2025-02 (taxes paid)
- e. Salary Resolutions (Resolutions #2026-02 – #2026-05)
- f. Planning Commission/ Zoning Board of Appeals Appointments

H. Public Comment – same guidelines as above apply.

I. Board Comment

J. Scheduled Activities/ Future meetings

- a. Next board meeting is Monday, February 16, 2026 at 9:00 am
- b. Budget Workshop is Wednesday, January 21, 2026 at 9:00 am
- c. Budget Hearing/ Annual Meeting is Wednesday, March 11, 2026 at 9:00 am

K. Adjournment

Draft
Milton Township
Meeting Minutes
December 15, 2025

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

Also present: B. Hefferan, K. Hoch, J. Petersen, and 2 audience members.

Weinzapfel called the meeting to order at 9:00 am and the Pledge was recited.

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

Motion to approve the consent agenda by Atkinson/Weinzapfel.

Roll call:

Renis: Yes

Atkinson: Yes

Beebe: Yes

Veliquette: Yes

Weinzapfel: Yes

Motion carried 5-0.

Public Comment on Agenda Items: none.

Sheriff's Report: As presented by Sheriff K. Hoch. 105 calls for service for November. Hoch discussed the number of traffic stops and the increase in drug activity. Update on the Public Safety Center. New vehicles are in process of being equipped. Working on getting more 911 Dispatchers trained. New recruits going to the Police Academy in January. Veliquette asked about March budgeting and needs from the department, specifically FLOCK Cameras. Hoch discussed why and how these are used. Hoch will create a proposal and send to the board.

Fire Department: Weinzapfel highlighted some items in packet. 11 calls for service for November. The department response time has been 11 minutes. Waiting on new truck chassis. Grants applications have been submitted to get new equipment.

EMS Report – Provided in packet. 9 runs in November.

Zoning Report – STR applications have been received and are in process in accordance with the new ordinance.

Planning Commission: As presented by B. Hefferan. A rezone public hearing was held in December at the Wells property on Miller Road. The PC has recommended 3-2 to rezone from AG to AR. The next Planning Commission meeting is January 7, 2026.

County Commissioner: As presented by B. Hefferan. Organizational meetings for the new Public Safety Center have been in the works. Rates were raised for ACT (Antrim County Transportation), trying to make it self-sufficient. Health Department is working on a small modification to the district sanitary code.

Library Report: Provided in the packet.

Unfinished Business

Insurance: Will revisit January, 2026

Enforcement Officer: Policies, payments, and responsibilities. Waiting to hear back from attorney and zoning for guidance.

Fire Station Financing – discussions are happening, waiting for information to move forward.

Catherine Kaufman / Bauckham, Thall, Seeber, Kaufman & Koches, PC

Motion to approve contract and hire as our municipal attorney by Beebe/Renis. **Motion carried 5-0.**

Resolution #2025-22 to designate communication contacts for attorney communication to Supervisor, Clerk, and Zoning Administrator. **Motion** to approve by Veliquette/Atkinson.

Roll call:

Veliquette: Yes

Atkinson: Yes

Renis: Yes

Beebe: Yes

Weinapfel: Yes

Motion carried 5-0.

New Business

Resolution #2025-20 Elk Rapids School Tax Collection Agreement

Motion to approve Resolution #2025-20 by Atkinson/Veliquette

Roll call:

Beebe: Yes

Renis: Yes

Atkinson: Yes

Veliquette: Yes

Weinzapfel: Yes

Motion carried 5-0.

Resolution #2025-21 Northwest Education Services Tax Collection Agreement

Motion to approve Resolution #2025-21, as amended, by Beebe/Renis

Roll call:

Veliquette: Yes

Renis: Yes

Atkinson: Yes

Beebe: Yes

Weinzapfel: Yes

Motion carried 5-0.

Budget Hearing/ Annual Meeting date: Budget Hearing is set for Wednesday, March 11, 2026 at 9 am and Annual Meeting to follow. Budget workshop to be announced.

Discussion of Old Town Hall winter rentals. Due to safety, we will not allow rentals from January-April, depending on weather. Weinzapfel will follow up on the roof and gutters.

Public Comment – Geri Markley’s letter was in the board’s packet.

Board Comment: none

Future meetings:

Next board meeting is Monday, January 19, 2026 at 9:00 am.

Budget Hearing/ Annual Meeting is March 11, 2026 at 9:00 am.

Adjournment by order of the chair at 9:37 am.

These minutes are subject to approval at the January 19, 2026 meeting. A copy of these minutes is available at MiltonTownshipMI.gov.

Respectfully submitted,
Janet Beebe, Clerk

GL NUMBER	DESCRIPTION	2025-26 ACTIVITY THRU 12/31/25	2025-26 ORIGINAL BUDGET
ESTIMATED REVENUES			
Dept 000			
101-000-402	CURRENT TAX COLLECT	138,545.56	450,512.39
101-000-407	DEL. TAX COLLECTION	2.08	
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%	126,939.61	137,107.71
101-000-476	ZONING PERMITS	20,701.00	15,000.00
101-000-573	LOCAL COMMUNITY STABILIZATION SHA		500.00
101-000-574	STATE SHARE REVENUE	215,283.00	252,692.00
101-000-607	LAND DIVISION & PUBLIC HEARINGS	900.00	500.00
101-000-645	CABLE TV FRANCHISE FEES	29,144.90	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	51,765.25	30,000.00
101-000-666	INTEREST-CD	27,318.84	40,000.00
101-000-667	RENTALS- OLD TOWN HALL	2,050.00	2,000.00
101-000-668	ROYALTIES	1,525.68	1,500.00
101-000-669	LIBRARY MILLAGE		
101-000-670	TOWER LEASE	16,940.09	22,000.00
101-000-671	ROAD MILLAGE	96,967.59	328,564.61
101-000-672	AMBULANCE MILLAGE	105,280.50	356,727.48
101-000-673	SALE OF FIXED ASSET	5,100.00	5,000.00
101-000-674	MISC. REVENUE	1,439.39	500.00
101-000-675	DONATIONS	112.25	
101-000-676	REIMBURSEMENTS	94,200.05	
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	15,100.00	5,000.00
101-000-687	REFUND / REBATES	68.69	
101-000-699	OTHER FUND TRANSFER	23,203.34	
Totals for dept 000 -		987,021.25	1,703,604.19
TOTAL ESTIMATED REVENUES		987,021.25	1,703,604.19

GL NUMBER	DESCRIPTION	2025-26 ACTIVITY THRU 12/31/25	2025-26 ORIGINAL BUDGET
APPROPRIATIONS			
Dept 101 - TOWNSHIP BOARD			
101-101-702	SALARY-TOWNSHIP BOARD	9,271.92	12,500.00
101-101-703	SALARY-CLERICAL	787.50	2,000.00
101-101-704	FICA (SS/MED)	643.39	1,200.00
101-101-706	PENSION - VANGUARD	541.26	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	6,619.29	45,000.00
101-101-802	AUDIT/CONTRACTS	15,264.00	30,000.00
101-101-860	MILEAGE		
101-101-900	PUBLISHING	5,461.25	8,000.00
101-101-956	OTHER EXPENSE/TAX TRIBUNALS	23,203.34	1,500.00
101-101-960	EDUCATION		
101-101-975	LAND		
101-101-977	EQUIPMENT		
Totals for dept 101 - TOWNSHIP BOARD		69,109.95	109,950.00
Dept 171 - SUPERVISOR			
101-171-702	SALARY-SUPERVISOR	25,154.91	33,539.87
101-171-704	FICA (SS/MED)	2,363.34	3,667.40
101-171-705	HEALTH INSURANCE	5,738.40	14,400.00
101-171-706	PENSION - VANGUARD	2,515.50	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		35,772.15	59,287.13
Dept 191 - ELECTION			
101-191-702	SALARY-ELECTION	4,617.90	8,000.00
101-191-704	FICA (SOCIAL SEC/MEDICARE)	353.29	612.00
101-191-727	SUPPLIES	661.30	3,000.00
101-191-801	LEGAL FEES/PROF SERVICES	615.00	500.00
101-191-860	MILEAGE	249.06	500.00
101-191-900	PUBLISHING	533.10	4,000.00
101-191-956	OTHER EXPENSE/POSTAGE	744.79	500.00
101-191-960	EDUCATION		325.00
101-191-977	EQUIPMENT/SUPPLIES		2,500.00
Totals for dept 191 - ELECTION		7,774.44	19,937.00
Dept 209 - ASSESSOR			
101-209-702	SALARY-ASSESSOR	32,188.32	42,917.79
101-209-704	FICA (SOCIAL SEC/MEDICARE)	1,673.35	3,283.21
101-209-705	HEALTH INSURANCE	11,125.62	14,400.00
101-209-706	PENSION - VANGUARD	3,218.85	4,291.78
101-209-727	SUPPLIES	351.80	500.00
101-209-728	POSTAGE	2,676.49	3,000.00
101-209-801	LEGAL FEES/PROF SERVICES		5,000.00
101-209-802	DATA PROCES/CONTRAC	2,208.65	5,000.00
101-209-977	EQUIPMENT	2,147.45	
Totals for dept 209 - ASSESSOR		55,590.53	78,392.78
Dept 215 - CLERK			
101-215-702	SALARY-CLERK	29,628.81	39,505.11
101-215-703	SALARY DEPUTY	12,367.50	15,600.00
101-215-704	FICA (SOCIAL SEC/MEDICARE)	3,212.72	4,215.54
101-215-705	HEALTH INSURANCE		14,400.00
101-215-706	PENSION - VANGUARD	2,962.89	3,950.52
101-215-723	MEMBERSHIP	100.00	200.00
101-215-727	SUPPLIES	646.31	1,200.00
101-215-802	CONTRACTS/DATA PROCESSING		500.00
101-215-860	MILEAGE	502.60	100.00
101-215-956	OTHER EXPENSE		200.00
101-215-960	EDUCATION	2,020.25	300.00
101-215-977	EQUIPMENT	2,418.13	1,600.00
Totals for dept 215 - CLERK		53,859.21	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 12/31/25	2025-26 ORIGINAL BUDGET
APPROPRIATIONS			
Dept 253 - TREASURER			
101-253-702	SALARY-TREASURER	29,628.81	39,505.11
101-253-703	SALARY DEPUTY	9,993.75	17,056.00
101-253-704	FICA (SOCIAL SEC/MEDICARE)	3,670.56	5,223.05
101-253-705	HEALTH INSURANCE	8,273.43	14,400.00
101-253-706	PENSION - VANGUARD	2,962.89	3,950.52
101-253-727	POSTAGE/SUPPLIES	4,408.70	4,000.00
101-253-802	DATA PROCESSING	2,949.72	6,000.00
101-253-860	MILEAGE		50.00
101-253-900	PUBLISHING		
101-253-956	OTHER EXPENSE		100.00
101-253-960	EDUCATION		100.00
101-253-977	EQUIPMENT	2,099.47	500.00
Totals for dept 253 - TREASURER		63,987.33	90,884.68
Dept 265 - OLD TOWNSHIP HALL			
101-265-702	SALARY-OLD TOWN HALL	1,350.00	2,500.00
101-265-704	FICA (SOCIAL SEC/MEDICARE)	103.26	137.70
101-265-727	SUPPLIES	34.96	300.00
101-265-920	UTILITIES	1,710.59	3,200.00
101-265-930	REPAIR/MAINTENANCE	343.00	20,000.00
101-265-956	MISC. EXPENSE/DEPOSIT REFUNDS	800.00	
101-265-977	EQUIPMENT		2,500.00
Totals for dept 265 - OLD TOWNSHIP HALL		4,341.81	28,637.70
Dept 268 - TOWNSHIP OFFICE			
101-268-702	SALARY-TOWNSHIP OFFICE	8,726.73	14,000.00
101-268-704	FICA (SOCIAL SEC/MEDICARE)	785.22	1,071.00
101-268-727	SUPPLIES/POSTAGE	4,764.33	5,000.00
101-268-802	CONTRACTS	3,346.62	7,000.00
101-268-850	PHONE/FAX	1,597.03	3,500.00
101-268-851	INTERNET/WEB HOST	1,796.00	2,500.00
101-268-920	UTILITIES	3,307.42	4,000.00
101-268-930	REPAIR/MAINTENANCE	6,489.16	4,500.00
101-268-956	OTHER EXPENSE	36.00	500.00
101-268-959	BOR/TAX TRIBUNALS	1,786.24	
101-268-977	EQUIPMENT	11,259.73	
Totals for dept 268 - TOWNSHIP OFFICE		43,894.48	42,071.00
Dept 276 - CEMETERY			
101-276-702	SALARY-CEMETERY MAINT.	1,550.61	2,067.44
101-276-703	SALARY-CEMETERY SEXTON	1,711.75	1,711.75
101-276-704	FICA (SOCIAL SEC/MEDICARE)	249.57	290.00
101-276-727	SUPPLIES	143.48	250.00
101-276-801	LEGAL FEES/PROF SERVICES		
101-276-802	CONTRACTS/DATA PROCESSING	385.00	500.00
101-276-920	UTILITIES	267.54	400.00
101-276-930	REPAIR/MAINTENANCE	606.00	7,000.00
101-276-956	OTHER EXPENSE		500.00
101-276-975	LAND		
101-276-977	EQUIPMENT		
Totals for dept 276 - CEMETERY		4,913.95	12,719.19
Dept 410 - ZONING			
101-410-702	SALARY-ZONING	14,798.00	14,000.00
101-410-703	SALARY-PLANNING/ZBA	7,010.00	15,000.00
101-410-704	FICA (SOCIAL SEC/MEDICARE)	1,656.45	2,102.22
101-410-705	HEALTH INSURANCE		
101-410-706	PENSION - VANGUARD		
101-410-723	MAGAZINES/MEMBERSHIPS		50.00
101-410-727	SUPPLIES	262.79	500.00
101-410-801	LEGAL FEES	56,589.50	30,000.00
101-410-802	CONTRACTS/CONSULTANTS	39,756.22	30,000.00
101-410-860	MILEAGE	650.79	1,200.00
101-410-900	PUBLISHING	1,828.05	2,500.00
101-410-956	OTHER EXPENSE	2,942.50	200.00
101-410-960	EDUCATION		3,000.00
101-410-977	EQUIPMENT		1,000.00
Totals for dept 410 - ZONING		125,494.30	99,552.22
Dept 434 - AMBULANCE			
101-434-802	AMBULANCE	341,250.00	341,250.00
101-434-803	CONTRACTS/MUTUAL AID	8,255.00	11,500.00
Totals for dept 434 - AMBULANCE		349,505.00	352,750.00
Dept 446 - ROADS			

GL NUMBER	DESCRIPTION	2025-26 ACTIVITY THRU 12/31/25	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	2,184.27	3,000.00
Totals for dept 448 - STREET & TRAFFIC LIGHTS		2,184.27	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	1,889.91	5,000.00
Totals for dept 529 - RECYCLING/CLEAN UP DAYS		46,069.57	55,000.00
Dept 751 - ACCESSES			
101-751-702	SALARY-ACCESSES	1,572.32	2,358.54
101-751-704	FICA (SOCIAL SEC/MEDICARE)	135.35	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 - ACCESSES		2,515.42	14,738.97
Dept 752 - PARKS			
101-752-702	SALARY-PARKS	18,202.43	24,243.26
101-752-704	FICA (SOCIAL SEC/MEDICARE)	1,752.74	2,956.21
101-752-705	HEALTH INSURANCE	3,229.20	14,400.00
101-752-706	PENSION - VANGUARD	2,884.23	3,845.61
101-752-722	GAS ALLOWANCE	1,500.03	2,000.00
101-752-727	SUPPLIES	584.87	2,000.00
101-752-802	CONSULTANTS/PROF SERVICES	315.97	1,000.00
101-752-920	UTILITIES	4,335.49	5,000.00
101-752-930	REPAIR/MAINTENANCE	14,207.44	15,000.00
101-752-956	OTHER EXPENSE	3,625.00	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		60,175.15	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	47,187.00	45,000.00
Totals for dept 865 - INSURANCE		47,187.00	45,000.00
Dept 965 - TRANSFERS			
101-965-999	TRANSFER TO OTHER FUNDS		
Totals for dept 965 - TRANSFERS			
Dept 970 - MISCELLANEOUS			
101-970-890	CONTINGENCY		25,000.00
101-970-975	LAND		
101-970-977	CAPITAL OUTLAY		
Totals for dept 970 - MISCELLANEOUS			25,000.00
TOTAL APPROPRIATIONS		1,195,606.18	1,552,916.42
NET OF REVENUES/APPROPRIATIONS - FUND 101		(208,584.93)	150,687.77
BEGINNING FUND BALANCE		2,830,747.48	2,830,747.48
ENDING FUND BALANCE		2,622,162.55	2,981,435.25

User: Liz

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

DB: Milton Township

TRANSACTIONS FROM 12/01/2025 TO 12/31/2025

JE #	Date	Description	Reference #	OFFSETTING GL	DEBIT	CREDIT
101-101-702 SALARY-TOWNSHIP BOARD						
Journal PR: Payroll						
18186	12/05/2025	GENERAL PAYROLL	1549	Multiple	711.32	
18186	12/05/2025	GENERAL PAYROLL	1549	Multiple	246.00	
Journal Totals					957.32	0.00
Totals for 101-101-702					957.32	0.00
Balance 12/01/25:				8,314.60		
Net Change:				957.32		
Balance 12/31/25:				9,271.92		

101-101-703 SALARY-CLERICAL						
Journal PR: Payroll						
18186	12/05/2025	GENERAL PAYROLL	1549	Multiple	112.50	
Journal Totals					112.50	0.00
Totals for 101-101-703					112.50	0.00
Balance 12/01/25:				675.00		
Net Change:				112.50		
Balance 12/31/25:				787.50		

101-101-704 FICA (SS/MED)						
Journal PR: Payroll						
18186	12/05/2025	GENERAL PAYROLL	1549	Multiple	63.03	
Journal Totals					63.03	0.00
Totals for 101-101-704					63.03	0.00
Balance 12/01/25:				580.36		
Net Change:				63.03		
Balance 12/31/25:				643.39		

101-101-706 PENSION - VANGUARD						
Journal GJ: General Journal						
18166	12/01/2025	ASCENSUS 457 - DECEMBER	1544	Multiple	30.07	
18166	12/01/2025	ASCENSUS 457 - DECEMBER	1544	Multiple	30.07	
Journal Totals					60.14	0.00
Totals for 101-101-706					60.14	0.00
Balance 12/01/25:				481.12		
Net Change:				60.14		
Balance 12/31/25:				541.26		

101-101-801 LEGAL FEES/PROF SERVICES						
Journal GJ: General Journal						
18324	12/22/2025	RECLASSIFY ESTA GUIDELINES	1558	101-410-801	556.00	
Journal Totals					556.00	0.00
Totals for 101-101-801					556.00	0.00
Balance 12/01/25:				6,063.29		
Net Change:				556.00		
Balance 12/31/25:				6,619.29		

101-101-802 AUDIT/CONTRACTS						
Journal GJ: General Journal						
18423	12/02/2025	REVERSE PR PROCESSING FEES	1569	Multiple	149.00	
18534	12/02/2025	ERROR CORRECT - P/R PROCESSING	1593	101-000-001		250.00
18318	12/19/2025	RECLASSIFY BS&A & VC3	1554	101-268-802	8,866.00	
18428	12/19/2025	PR PROCESSING FEE CORRECTION	1571	Multiple	52.00	
18513	12/31/2025	REVERSE ENTRY	1592	Multiple		149.00
Journal Totals					9,067.00	399.00
Journal PR: Payroll						
18186	12/05/2025	GENERAL PAYROLL	1549	Multiple	149.00	
Journal Totals					149.00	0.00

JE #	Date	Description	Reference #	OFFSETTING GL	DEBIT	CREDIT
101-101-802 AUDIT/CONTRACTS						
Totals for 101-101-802					9,216.00	399.00
		Balance 12/01/25:			6,447.00	
		Net Change:			8,817.00	
		Balance 12/31/25:			15,264.00	
101-101-900 PUBLISHING						
Journal AP: Accounts Payable						
18244	12/10/2025	Elk Rapids News	11.30.2025	Multiple	363.00	
Journal Totals					363.00	0.00
Totals for 101-101-900					363.00	0.00
		Balance 12/01/25:			5,098.25	
		Net Change:			363.00	
		Balance 12/31/25:			5,461.25	
101-101-956 OTHER EXPENSE/TAX TRIBUNALS						
Journal AP: Accounts Payable						
18150	12/01/2025	Antrim County Treasurer	11.17.2025	Multiple	971.11	
18150	12/01/2025	Antrim County Treasurer	11.17.2025	Multiple	178.15	
Journal Totals					1,149.26	0.00
Journal GJ: General Journal						
18325	12/22/2025	RECLASSIFY BOR/TAX TRIBUNALS	1559	101-268-959		1,786.24
Journal Totals					0.00	1,786.24
Totals for 101-101-956					1,149.26	1,786.24
		Balance 12/01/25:			23,840.32	
		Net Change:			(636.98)	
		Balance 12/31/25:			23,203.34	
101-171-702 SALARY-SUPERVISOR						
Journal PR: Payroll						
18186	12/05/2025	GENERAL PAYROLL	1549	Multiple	2,794.99	
Journal Totals					2,794.99	0.00
Totals for 101-171-702					2,794.99	0.00
		Balance 12/01/25:			22,359.92	
		Net Change:			2,794.99	
		Balance 12/31/25:			25,154.91	
101-171-704 FICA (SS/MED)						
Journal PR: Payroll						
18186	12/05/2025	GENERAL PAYROLL	1549	Multiple	262.59	
Journal Totals					262.59	0.00
Totals for 101-171-704					262.59	0.00
		Balance 12/01/25:			2,100.75	
		Net Change:			262.59	
		Balance 12/31/25:			2,363.34	
101-171-705 HEALTH INSURANCE						
Journal PR: Payroll						
18186	12/05/2025	GENERAL PAYROLL	1549	Multiple	637.60	
Journal Totals					637.60	0.00
Totals for 101-171-705					637.60	0.00
		Balance 12/01/25:			5,100.80	
		Net Change:			637.60	
		Balance 12/31/25:			5,738.40	
101-171-706 PENSION - VANGUARD						
Journal GJ: General Journal						
18166	12/01/2025	ASCENSUS 457 - DECEMBER	1544	Multiple	279.50	
Journal Totals					279.50	0.00

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

DB: Milton Township

TRANSACTIONS FROM 12/01/2025 TO 12/31/2025

JE #	Date	Description	Reference #	OFFSETTING GL	DEBIT	CREDIT
101-171-706 PENSION - VANGUARD						
Totals for 101-171-706					279.50	0.00
Balance 12/01/25:					2,236.00	
Net Change:					279.50	
Balance 12/31/25:					2,515.50	
101-191-702 SALARY-ELECTION						
Journal PR: Payroll						
18186	12/05/2025	GENERAL PAYROLL	1549	Multiple	1,861.50	
Journal Totals					1,861.50	0.00
Totals for 101-191-702					1,861.50	0.00
Balance 12/01/25:					2,756.40	
Net Change:					1,861.50	
Balance 12/31/25:					4,617.90	
101-191-704 FICA (SOCIAL SEC/MEDICARE)						
Journal PR: Payroll						
18186	12/05/2025	GENERAL PAYROLL	1549	Multiple	142.40	
Journal Totals					142.40	0.00
Totals for 101-191-704					142.40	0.00
Balance 12/01/25:					210.89	
Net Change:					142.40	
Balance 12/31/25:					353.29	
101-191-801 LEGAL FEES/PROF SERVICES						
Journal AP: Accounts Payable						
18345	12/23/2025	ELECTION SOURCE	25-4190	101-000-202	615.00	
Journal Totals					615.00	0.00
Totals for 101-191-801					615.00	0.00
Balance 12/01/25:					0.00	
Net Change:					615.00	
Balance 12/31/25:					615.00	
101-191-900 PUBLISHING						
Journal AP: Accounts Payable						
18244	12/10/2025	Elk Rapids News	11.30.2025	Multiple	115.50	
Journal Totals					115.50	0.00
Totals for 101-191-900					115.50	0.00
Balance 12/01/25:					417.60	
Net Change:					115.50	
Balance 12/31/25:					533.10	
101-209-702 SALARY-ASSESSOR						
Journal PR: Payroll						
18186	12/05/2025	GENERAL PAYROLL	1549	Multiple	3,576.48	
Journal Totals					3,576.48	0.00
Totals for 101-209-702					3,576.48	0.00
Balance 12/01/25:					28,611.84	
Net Change:					3,576.48	
Balance 12/31/25:					32,188.32	
101-209-704 FICA (SOCIAL SEC/MEDICARE)						
Journal PR: Payroll						
18186	12/05/2025	GENERAL PAYROLL	1549	Multiple	185.93	
Journal Totals					185.93	0.00

JE #	Date	Description	Reference #	OFFSETTING GL	DEBIT	CREDIT
101-209-704 FICA (SOCIAL SEC/MEDICARE)						
Totals for 101-209-704					185.93	0.00
		Balance 12/01/25:			1,487.42	
		Net Change:			185.93	
		Balance 12/31/25:			1,673.35	
101-209-705 HEALTH INSURANCE						
Journal AP: Accounts Payable						
18347	12/23/2025	Priority Health	253510013512	101-000-202	2,671.68	
Journal Totals					2,671.68	0.00
Journal PR: Payroll						
18186	12/05/2025	GENERAL PAYROLL	1549	Multiple		1,146.06
Journal Totals					0.00	1,146.06
Totals for 101-209-705					2,671.68	1,146.06
		Balance 12/01/25:			9,600.00	
		Net Change:			1,525.62	
		Balance 12/31/25:			11,125.62	
101-209-706 PENSION - VANGUARD						
Journal GJ: General Journal						
18166	12/01/2025	ASCENSUS 457 - DECEMBER	1544	Multiple	357.65	
Journal Totals					357.65	0.00
Totals for 101-209-706					357.65	0.00
		Balance 12/01/25:			2,861.20	
		Net Change:			357.65	
		Balance 12/31/25:			3,218.85	
101-209-727 SUPPLIES						
Journal AP: Accounts Payable						
18374	12/30/2025	STAPLES	7008157529	Multiple	296.81	
Journal Totals					296.81	0.00
Journal GJ: General Journal						
18319	12/19/2025	RECLASSIFY NEW COMPUTER	1555	101-209-977		2,147.45
Journal Totals					0.00	2,147.45
Totals for 101-209-727					296.81	2,147.45
		Balance 12/01/25:			2,202.44	
		Net Change:			(1,850.64)	
		Balance 12/31/25:			351.80	
101-209-728 POSTAGE						
Journal AP: Accounts Payable						
18268	12/12/2025	KCI	PROPOSAL 244981	101-000-202	2,676.49	
Journal Totals					2,676.49	0.00
Totals for 101-209-728					2,676.49	0.00
		Balance 12/01/25:			0.00	
		Net Change:			2,676.49	
		Balance 12/31/25:			2,676.49	
101-209-802 DATA PROCES/CONTRAC						
Journal AP: Accounts Payable						
18198	12/09/2025	Antrim County Treasurer	6349	101-000-202	119.85	
Journal Totals					119.85	0.00
Totals for 101-209-802					119.85	0.00
		Balance 12/01/25:			2,088.80	
		Net Change:			119.85	
		Balance 12/31/25:			2,208.65	
101-209-977 EQUIPMENT						
Journal GJ: General Journal						
18319	12/19/2025	RECLASSIFY NEW COMPUTER	1555	101-209-727	2,147.45	

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

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TRANSACTIONS FROM 12/01/2025 TO 12/31/2025

JE #	Date	Description	Reference #	OFFSETTING GL	DEBIT	CREDIT
101-209-977 EQUIPMENT						
Journal GJ: General Journal						
Journal Totals					2,147.45	0.00
Totals for 101-209-977					2,147.45	0.00
		Balance 12/01/25:			0.00	
		Net Change:			2,147.45	
		Balance 12/31/25:			2,147.45	
101-215-702 SALARY-CLERK						
Journal PR: Payroll						
18186	12/05/2025	GENERAL PAYROLL	1549	Multiple	3,292.09	
Journal Totals					3,292.09	0.00
Totals for 101-215-702					3,292.09	0.00
		Balance 12/01/25:			26,336.72	
		Net Change:			3,292.09	
		Balance 12/31/25:			29,628.81	
101-215-703 SALARY DEPUTY						
Journal PR: Payroll						
18186	12/05/2025	GENERAL PAYROLL	1549	Multiple	1,113.00	
18186	12/05/2025	GENERAL PAYROLL	1549	Multiple	126.00	
Journal Totals					1,239.00	0.00
Totals for 101-215-703					1,239.00	0.00
		Balance 12/01/25:			11,128.50	
		Net Change:			1,239.00	
		Balance 12/31/25:			12,367.50	
101-215-704 FICA (SOCIAL SEC/MEDICARE)						
Journal PR: Payroll						
18186	12/05/2025	GENERAL PAYROLL	1549	Multiple	346.63	
Journal Totals					346.63	0.00
Totals for 101-215-704					346.63	0.00
		Balance 12/01/25:			2,866.09	
		Net Change:			346.63	
		Balance 12/31/25:			3,212.72	
101-215-706 PENSION - VANGUARD						
Journal GJ: General Journal						
18166	12/01/2025	ASCENSUS 457 - DECEMBER	1544	Multiple	329.21	
Journal Totals					329.21	0.00
Totals for 101-215-706					329.21	0.00
		Balance 12/01/25:			2,633.68	
		Net Change:			329.21	
		Balance 12/31/25:			2,962.89	
101-215-727 SUPPLIES						
Journal AP: Accounts Payable						
18374	12/30/2025	STAPLES	7008157529	Multiple	7.76	
Journal Totals					7.76	0.00
Journal GJ: General Journal						
18331	12/22/2025	RECLASSIFY CLERK TONER	1561	101-253-727	220.49	
18332	12/22/2025	RECLASSIFY COMPUTER SETUP FEES	1562	Multiple		600.00
Journal Totals					220.49	600.00
Totals for 101-215-727					228.25	600.00
		Balance 12/01/25:			1,018.06	
		Net Change:			(371.75)	
		Balance 12/31/25:			646.31	
101-215-860 MILEAGE						
Journal AP: Accounts Payable						

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

DB: Milton Township

TRANSACTIONS FROM 12/01/2025 TO 12/31/2025

JE #	Date	Description	Reference #	OFFSETTING GL	DEBIT	CREDIT
101-215-860 MILEAGE						
Journal AP: Accounts Payable						
18208	12/09/2025	JANET BEEBE	12.8.2025	Multiple	173.60	
Journal Totals					173.60	0.00
Totals for 101-215-860					173.60	0.00
Balance 12/01/25:				329.00		
Net Change:				173.60		
Balance 12/31/25:				502.60		

101-215-956 OTHER EXPENSE						
Journal AP: Accounts Payable						
18208	12/09/2025	JANET BEEBE	12.8.2025	Multiple	308.70	
Journal Totals					308.70	0.00
Journal GJ: General Journal						
18320	12/19/2025	RECLASSIFY CONFERENCE HOTEL	1556	101-215-960		308.70
Journal Totals					0.00	308.70
Totals for 101-215-956					308.70	308.70
Balance 12/01/25:				0.00		
Net Change:				0.00		
Balance 12/31/25:				0.00		

101-215-960 EDUCATION						
Journal AP: Accounts Payable						
18308	12/17/2025	MI ASSOCIATION OF MUNICIPAL CL	12.15.2025	101-000-202	800.00	
Journal Totals					800.00	0.00
Journal GJ: General Journal						
18320	12/19/2025	RECLASSIFY CONFERENCE HOTEL	1556	101-215-956	308.70	
Journal Totals					308.70	0.00
Totals for 101-215-960					1,108.70	0.00
Balance 12/01/25:				911.55		
Net Change:				1,108.70		
Balance 12/31/25:				2,020.25		

101-215-977 EQUIPMENT						
Journal AP: Accounts Payable						
18155	12/01/2025	STAPLES	7007811982	Multiple	318.66	
Journal Totals					318.66	0.00
Journal GJ: General Journal						
18332	12/22/2025	RECLASSIFY COMPUTER SETUP FEES	1562	Multiple	600.00	
Journal Totals					600.00	0.00
Totals for 101-215-977					918.66	0.00
Balance 12/01/25:				1,499.47		
Net Change:				918.66		
Balance 12/31/25:				2,418.13		

101-253-702 SALARY-TREASURER						
Journal PR: Payroll						
18186	12/05/2025	GENERAL PAYROLL	1549	Multiple	3,292.09	
Journal Totals					3,292.09	0.00
Totals for 101-253-702					3,292.09	0.00
Balance 12/01/25:				26,336.72		
Net Change:				3,292.09		
Balance 12/31/25:				29,628.81		

101-253-703 SALARY DEPUTY						
Journal PR: Payroll						
18186	12/05/2025	GENERAL PAYROLL	1549	Multiple	1,574.40	
Journal Totals					1,574.40	0.00

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DB: Milton Township

TRANSACTIONS FROM 12/01/2025 TO 12/31/2025

JE #	Date	Description	Reference #	OFFSETTING GL	DEBIT	CREDIT
101-253-703 SALARY DEPUTY						
Totals for 101-253-703					1,574.40	0.00
		Balance 12/01/25:			8,419.35	
		Net Change:			1,574.40	
		Balance 12/31/25:			9,993.75	
101-253-704 FICA (SOCIAL SEC/MEDICARE)						
Journal PR: Payroll						
18186	12/05/2025	GENERAL PAYROLL	1549	Multiple	442.61	
Journal Totals					442.61	0.00
Totals for 101-253-704					442.61	0.00
		Balance 12/01/25:			3,227.95	
		Net Change:			442.61	
		Balance 12/31/25:			3,670.56	
101-253-705 HEALTH INSURANCE						
Journal PR: Payroll						
18186	12/05/2025	GENERAL PAYROLL	1549	Multiple	919.27	
Journal Totals					919.27	0.00
Totals for 101-253-705					919.27	0.00
		Balance 12/01/25:			7,354.16	
		Net Change:			919.27	
		Balance 12/31/25:			8,273.43	
101-253-706 PENSION - VANGUARD						
Journal GJ: General Journal						
18166	12/01/2025	ASCENSUS 457 - DECEMBER	1544	Multiple	329.21	
Journal Totals					329.21	0.00
Totals for 101-253-706					329.21	0.00
		Balance 12/01/25:			2,633.68	
		Net Change:			329.21	
		Balance 12/31/25:			2,962.89	
101-253-727 POSTAGE/SUPPLIES						
Journal AP: Accounts Payable						
18211	12/09/2025	KCI	353082	101-000-202	3,005.94	
Journal Totals					3,005.94	0.00
Journal GJ: General Journal						
18321	12/19/2025	RECLASSIFY KCI	1557	101-253-802		1,112.44
18331	12/22/2025	RECLASSIFY CLERK TONER	1561	101-215-727		220.49
18332	12/22/2025	RECLASSIFY COMPUTER SETUP FEES	1562	Multiple		600.00
Journal Totals					0.00	1,932.93
Totals for 101-253-727					3,005.94	1,932.93
		Balance 12/01/25:			3,335.69	
		Net Change:			1,073.01	
		Balance 12/31/25:			4,408.70	
101-253-802 DATA PROCESSING						
Journal GJ: General Journal						
18321	12/19/2025	RECLASSIFY KCI	1557	101-253-727	1,112.44	
Journal Totals					1,112.44	0.00
Totals for 101-253-802					1,112.44	0.00
		Balance 12/01/25:			1,837.28	
		Net Change:			1,112.44	
		Balance 12/31/25:			2,949.72	
101-253-977 EQUIPMENT						
Journal GJ: General Journal						
18332	12/22/2025	RECLASSIFY COMPUTER SETUP FEES	1562	Multiple	600.00	
Journal Totals					600.00	0.00

JE #	Date	Description	Reference #	OFFSETTING GL	DEBIT	CREDIT
101-253-977 EQUIPMENT						
Totals for 101-253-977					600.00	0.00
		Balance 12/01/25:			1,499.47	
		Net Change:			600.00	
		Balance 12/31/25:			2,099.47	
101-265-702 SALARY-OLD TOWN HALL						
Journal PR: Payroll						
18186	12/05/2025	GENERAL PAYROLL	1549	Multiple	150.00	
Journal Totals					150.00	0.00
Totals for 101-265-702					150.00	0.00
		Balance 12/01/25:			1,200.00	
		Net Change:			150.00	
		Balance 12/31/25:			1,350.00	
101-265-704 FICA (SOCIAL SEC/MEDICARE)						
Journal GJ: General Journal						
18425	12/02/2025	P/R ADJUSTMENT	1570	101-000-001	0.01	
18429	12/02/2025	TO REVERSE MANUAL JOURNAL ENTR	1572	101-000-001		0.01
18430	12/02/2025	PAYROLL ADJUSTMENT	1573	101-000-001		0.01
Journal Totals					0.01	0.02
Journal PR: Payroll						
18186	12/05/2025	GENERAL PAYROLL	1549	Multiple	11.47	
Journal Totals					11.47	0.00
Totals for 101-265-704					11.48	0.02
		Balance 12/01/25:			91.80	
		Net Change:			11.46	
		Balance 12/31/25:			103.26	
101-265-920 UTILITIES						
Journal AP: Accounts Payable						
18152	12/01/2025	DTE Energy	12.01.2025	Multiple	77.72	
18156	12/01/2025	VILLAGE OF ELK RAPIDS	12.01.2025	Multiple	55.25	
18306	12/17/2025	Consumers Energy	12.17.2025	Multiple	65.90	
Journal Totals					198.87	0.00
Totals for 101-265-920					198.87	0.00
		Balance 12/01/25:			1,511.72	
		Net Change:			198.87	
		Balance 12/31/25:			1,710.59	
101-265-930 REPAIR/MAINTENANCE						
Journal AP: Accounts Payable						
18348	12/23/2025	WATER SYSTEMS MANAGEMENT	1/25	Multiple	120.00	
Journal Totals					120.00	0.00
Totals for 101-265-930					120.00	0.00
		Balance 12/01/25:			223.00	
		Net Change:			120.00	
		Balance 12/31/25:			343.00	
101-265-956 MISC. EXPENSE/DEPOSIT REFUNDS						
Journal AP: Accounts Payable						
18303	12/17/2025	ALICIA HASPAS	OTH DEPOSIT	101-000-202	100.00	
Journal Totals					100.00	0.00
Totals for 101-265-956					100.00	0.00
		Balance 12/01/25:			700.00	
		Net Change:			100.00	
		Balance 12/31/25:			800.00	
101-268-702 SALARY-TOWNSHIP OFFICE						
Journal PR: Payroll						
18186	12/05/2025	GENERAL PAYROLL	1549	Multiple	420.92	

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TRANSACTIONS FROM 12/01/2025 TO 12/31/2025

JE #	Date	Description	Reference #	OFFSETTING GL	DEBIT	CREDIT
101-268-702 SALARY-TOWNSHIP OFFICE						
Journal PR: Payroll						
Journal Totals					420.92	0.00
Totals for 101-268-702					420.92	0.00
Balance 12/01/25:				8,305.81		
Net Change:				420.92		
Balance 12/31/25:				8,726.73		

101-268-704 FICA (SOCIAL SEC/MEDICARE)						
Journal PR: Payroll						
18186	12/05/2025	GENERAL PAYROLL	1549	Multiple	32.20	
18186	12/05/2025	GENERAL PAYROLL	1549	Multiple	18.82	
Journal Totals					51.02	0.00
Totals for 101-268-704					51.02	0.00
Balance 12/01/25:				734.20		
Net Change:				51.02		
Balance 12/31/25:				785.22		

101-268-727 SUPPLIES/POSTAGE						
Journal AP: Accounts Payable						
18155	12/01/2025	STAPLES	7007811982	Multiple	145.48	
18203	12/09/2025	Gill-Roy's	2512-271461	101-000-202	58.53	
18216	12/09/2025	Village Market - Elk Rapids	12.01.2025	101-000-202	27.56	
18346	12/23/2025	LIZ ATKINSON	12.19.2025	101-000-202	17.16	
18374	12/30/2025	STAPLES	7008157529	Multiple	101.49	
Journal Totals					350.22	0.00
Totals for 101-268-727					350.22	0.00
Balance 12/01/25:				4,414.11		
Net Change:				350.22		
Balance 12/31/25:				4,764.33		

101-268-802 CONTRACTS						
Journal AP: Accounts Payable						
18206	12/09/2025	Great Lakes Business Systems	SC107320	101-000-202	86.04	
18348	12/23/2025	WATER SYSTEMS MANAGEMENT	1/25	Multiple	170.00	
Journal Totals					256.04	0.00
Journal GJ: General Journal						
18318	12/19/2025	RECLASSIFY BS&A & VC3	1554	101-101-802		8,866.00
Journal Totals					0.00	8,866.00
Totals for 101-268-802					256.04	8,866.00
Balance 12/01/25:				11,956.58		
Net Change:				(8,609.96)		
Balance 12/31/25:				3,346.62		

101-268-850 PHONE/FAX						
Journal AP: Accounts Payable						
18201	12/09/2025	FIRST COMMUNICATIONS, LLC.	128612476	101-000-202	158.97	
Journal Totals					158.97	0.00
Totals for 101-268-850					158.97	0.00
Balance 12/01/25:				1,438.06		
Net Change:				158.97		
Balance 12/31/25:				1,597.03		

101-268-851 INTERNET/WEB HOST						
Journal AP: Accounts Payable						
18212	12/09/2025	LEGENDARY LION WEB DEVELOPMENT	18876	101-000-202	302.00	
18304	12/17/2025	CHARTER COMMUNICATIONS	005307301120722	101-000-202	130.00	
Journal Totals					432.00	0.00

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TRANSACTIONS FROM 12/01/2025 TO 12/31/2025

JE #	Date	Description	Reference #	OFFSETTING GL	DEBIT	CREDIT
101-268-851 INTERNET/WEB HOST						
Totals for 101-268-851					432.00	0.00
Balance 12/01/25:					1,364.00	
Net Change:					432.00	
Balance 12/31/25:					1,796.00	
101-268-920 UTILITIES						
Journal AP: Accounts Payable						
18152	12/01/2025	DTE Energy	12.01.2025	Multiple	53.06	
18306	12/17/2025	Consumers Energy	12.17.2025	Multiple	443.85	
Journal Totals					496.91	0.00
Totals for 101-268-920					496.91	0.00
Balance 12/01/25:					2,810.51	
Net Change:					496.91	
Balance 12/31/25:					3,307.42	
101-268-959 BOR/TAX TRIBUNALS						
Journal GJ: General Journal						
18325	12/22/2025	RECLASSIFY BOR/TAX TRIBUNALS	1559	101-101-956	1,786.24	
Journal Totals					1,786.24	0.00
Totals for 101-268-959					1,786.24	0.00
Balance 12/01/25:					0.00	
Net Change:					1,786.24	
Balance 12/31/25:					1,786.24	
101-276-702 SALARY-CEMETERY MAINT.						
Journal GJ: General Journal						
18309	12/17/2025	RECLASSIFY CEMETERY SEXTON	1553	101-276-703		1,711.75
Journal Totals					0.00	1,711.75
Journal PR: Payroll						
18186	12/05/2025	GENERAL PAYROLL	1549	Multiple	1,884.04	
Journal Totals					1,884.04	0.00
Totals for 101-276-702					1,884.04	1,711.75
Balance 12/01/25:					1,378.32	
Net Change:					172.29	
Balance 12/31/25:					1,550.61	
101-276-703 SALARY-CEMETERY SEXTON						
Journal GJ: General Journal						
18309	12/17/2025	RECLASSIFY CEMETERY SEXTON	1553	101-276-702	1,711.75	
Journal Totals					1,711.75	0.00
Totals for 101-276-703					1,711.75	0.00
Balance 12/01/25:					0.00	
Net Change:					1,711.75	
Balance 12/31/25:					1,711.75	
101-276-704 FICA (SOCIAL SEC/MEDICARE)						
Journal PR: Payroll						
18186	12/05/2025	GENERAL PAYROLL	1549	Multiple	144.13	
Journal Totals					144.13	0.00
Totals for 101-276-704					144.13	0.00
Balance 12/01/25:					105.44	
Net Change:					144.13	
Balance 12/31/25:					249.57	
101-276-920 UTILITIES						
Journal AP: Accounts Payable						
18306	12/17/2025	Consumers Energy	12.17.2025	Multiple	29.07	
Journal Totals					29.07	0.00

User: Liz

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

DB: Milton Township

TRANSACTIONS FROM 12/01/2025 TO 12/31/2025

JE #	Date	Description	Reference #	OFFSETTING GL	DEBIT	CREDIT
101-276-920 UTILITIES						
Totals for 101-276-920					29.07	0.00
		Balance 12/01/25:			238.47	
		Net Change:			29.07	
		Balance 12/31/25:			267.54	
101-276-930 REPAIR/MAINTENANCE						
Journal AP: Accounts Payable						
18209	12/09/2025	JOSEPH BUSSA	455503	101-000-202	200.00	
Journal Totals					200.00	0.00
Totals for 101-276-930					200.00	0.00
		Balance 12/01/25:			406.00	
		Net Change:			200.00	
		Balance 12/31/25:			606.00	
101-410-702 SALARY-ZONING						
Journal PR: Payroll						
18186	12/05/2025	GENERAL PAYROLL	1549	Multiple	1,734.30	
Journal Totals					1,734.30	0.00
Totals for 101-410-702					1,734.30	0.00
		Balance 12/01/25:			13,063.70	
		Net Change:			1,734.30	
		Balance 12/31/25:			14,798.00	
101-410-703 SALARY-PLANNING/ZBA						
Journal PR: Payroll						
18186	12/05/2025	GENERAL PAYROLL	1549	Multiple	792.50	
Journal Totals					792.50	0.00
Totals for 101-410-703					792.50	0.00
		Balance 12/01/25:			6,217.50	
		Net Change:			792.50	
		Balance 12/31/25:			7,010.00	
101-410-704 FICA (SOCIAL SEC/MEDICARE)						
Journal PR: Payroll						
18186	12/05/2025	GENERAL PAYROLL	1549	Multiple	193.29	
Journal Totals					193.29	0.00
Totals for 101-410-704					193.29	0.00
		Balance 12/01/25:			1,463.16	
		Net Change:			193.29	
		Balance 12/31/25:			1,656.45	
101-410-727 SUPPLIES						
Journal AP: Accounts Payable						
18155	12/01/2025	STAPLES	7007811982	Multiple	98.35	
18374	12/30/2025	STAPLES	7008157529	Multiple	108.69	
Journal Totals					207.04	0.00
Totals for 101-410-727					207.04	0.00
		Balance 12/01/25:			55.75	
		Net Change:			207.04	
		Balance 12/31/25:			262.79	
101-410-801 LEGAL FEES						
Journal AP: Accounts Payable						
18153	12/01/2025	PEZZETTI, VERMETTEN & POPOVITS	417671	101-000-202	711.00	
18154	12/01/2025	PEZZETTI, VERMETTEN & POPOVITS	417674	101-000-202	395.00	
Journal Totals					1,106.00	0.00
Journal GJ: General Journal						
18324	12/22/2025	RECLASSIFY ESTA GUIDELINES	1558	101-101-801		556.00
Journal Totals					0.00	556.00

User: Liz

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

DB: Milton Township

TRANSACTIONS FROM 12/01/2025 TO 12/31/2025

JE #	Date	Description	Reference #	OFFSETTING GL	DEBIT	CREDIT
101-410-801 LEGAL FEES						
Totals for 101-410-801					1,106.00	556.00
		Balance 12/01/25:		56,039.50		
		Net Change:		550.00		
		Balance 12/31/25:		56,589.50		
101-410-900 PUBLISHING						
Journal AP: Accounts Payable						
18244	12/10/2025	Elk Rapids News	11.30.2025	Multiple	231.00	
Journal Totals					231.00	0.00
Totals for 101-410-900					231.00	0.00
		Balance 12/01/25:		1,597.05		
		Net Change:		231.00		
		Balance 12/31/25:		1,828.05		
101-434-803 CONTRACTS/MUTUTAL AID						
Journal AP: Accounts Payable						
18213	12/09/2025	SOUTH TORCH LAKE FIRE	25-1101	101-000-202	558.00	
Journal Totals					558.00	0.00
Totals for 101-434-803					558.00	0.00
		Balance 12/01/25:		7,697.00		
		Net Change:		558.00		
		Balance 12/31/25:		8,255.00		
101-448-920 UTILITIES						
Journal AP: Accounts Payable						
18199	12/09/2025	Consumers Energy	12.9.2025	Multiple	27.05	
18199	12/09/2025	Consumers Energy	12.9.2025	Multiple	128.62	
18307	12/17/2025	Great Lakes Energy	12/12/2025	Multiple	16.00	
18307	12/17/2025	Great Lakes Energy	12/12/2025	Multiple	16.36	
18307	12/17/2025	Great Lakes Energy	12/12/2025	Multiple	15.32	
18307	12/17/2025	Great Lakes Energy	12/12/2025	Multiple	16.00	
18307	12/17/2025	Great Lakes Energy	12/12/2025	Multiple	16.00	
18307	12/17/2025	Great Lakes Energy	12/12/2025	Multiple	15.32	
Journal Totals					250.67	0.00
Totals for 101-448-920					250.67	0.00
		Balance 12/01/25:		1,933.60		
		Net Change:		250.67		
		Balance 12/31/25:		2,184.27		
101-529-804 RECYCLING CENTER						
Journal AP: Accounts Payable						
18305	12/17/2025	CHARTER COMMUNICATIONS	005308101120725	101-000-202	109.99	
Journal Totals					109.99	0.00
Totals for 101-529-804					109.99	0.00
		Balance 12/01/25:		1,779.92		
		Net Change:		109.99		
		Balance 12/31/25:		1,889.91		
101-751-702 SALARY-ACCESSES						
Journal PR: Payroll						
18186	12/05/2025	GENERAL PAYROLL	1549	Multiple	196.54	
Journal Totals					196.54	0.00
Totals for 101-751-702					196.54	0.00
		Balance 12/01/25:		1,375.78		
		Net Change:		196.54		
		Balance 12/31/25:		1,572.32		
101-751-704 FICA (SOCIAL SEC/MEDICARE)						
Journal PR: Payroll						
18186	12/05/2025	GENERAL PAYROLL	1549	Multiple	15.04	

User: Liz

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

DB: Milton Township

TRANSACTIONS FROM 12/01/2025 TO 12/31/2025

JE #	Date	Description	Reference #	OFFSETTING GL	DEBIT	CREDIT
101-751-704 FICA (SOCIAL SEC/MEDICARE)						
Journal PR: Payroll						
Journal Totals					15.04	0.00
Totals for 101-751-704					15.04	0.00
Balance 12/01/25:					120.31	
Net Change:					15.04	
Balance 12/31/25:					135.35	
101-752-702 SALARY-PARKS						
Journal PR: Payroll						
18186	12/05/2025	GENERAL PAYROLL	1549	Multiple	2,020.27	
Journal Totals					2,020.27	0.00
Totals for 101-752-702					2,020.27	0.00
Balance 12/01/25:					16,182.16	
Net Change:					2,020.27	
Balance 12/31/25:					18,202.43	
101-752-704 FICA (SOCIAL SEC/MEDICARE)						
Journal PR: Payroll						
18186	12/05/2025	GENERAL PAYROLL	1549	Multiple	194.75	
Journal Totals					194.75	0.00
Totals for 101-752-704					194.75	0.00
Balance 12/01/25:					1,557.99	
Net Change:					194.75	
Balance 12/31/25:					1,752.74	
101-752-705 HEALTH INSURANCE						
Journal PR: Payroll						
18186	12/05/2025	GENERAL PAYROLL	1549	Multiple	358.80	
Journal Totals					358.80	0.00
Totals for 101-752-705					358.80	0.00
Balance 12/01/25:					2,870.40	
Net Change:					358.80	
Balance 12/31/25:					3,229.20	
101-752-706 PENSION - VANGUARD						
Journal GJ: General Journal						
18166	12/01/2025	ASCENSUS 457 - DECEMBER	1544	Multiple	320.47	
Journal Totals					320.47	0.00
Totals for 101-752-706					320.47	0.00
Balance 12/01/25:					2,563.76	
Net Change:					320.47	
Balance 12/31/25:					2,884.23	
101-752-722 GAS ALLOWANCE						
Journal PR: Payroll						
18186	12/05/2025	GENERAL PAYROLL	1549	Multiple	166.67	
Journal Totals					166.67	0.00
Totals for 101-752-722					166.67	0.00
Balance 12/01/25:					1,333.36	
Net Change:					166.67	
Balance 12/31/25:					1,500.03	
101-752-802 CONSULTANTS/PROF SERVICES						
Journal AP: Accounts Payable						
18348	12/23/2025	WATER SYSTEMS MANAGEMENT	1/25	Multiple	315.97	
Journal Totals					315.97	0.00

User: Liz

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

DB: Milton Township

TRANSACTIONS FROM 12/01/2025 TO 12/31/2025

JE #	Date	Description	Reference #	OFFSETTING GL	DEBIT	CREDIT
101-752-802 CONSULTANTS/PROF SERVICES						
Totals for 101-752-802					315.97	0.00
Balance 12/01/25:				0.00		
Net Change:				315.97		
Balance 12/31/25:				315.97		

101-752-920 UTILITIES						
Journal AP: Accounts Payable						
18156	12/01/2025	VILLAGE OF ELK RAPIDS	12.01.2025	Multiple	55.25	
18306	12/17/2025	Consumers Energy	12.17.2025	Multiple	29.07	
18306	12/17/2025	Consumers Energy	12.17.2025	Multiple	33.48	
18306	12/17/2025	Consumers Energy	12.17.2025	Multiple	11.97	
Journal Totals					129.77	0.00
Totals for 101-752-920					129.77	0.00
Balance 12/01/25:				4,205.72		
Net Change:				129.77		
Balance 12/31/25:				4,335.49		

101-752-930 REPAIR/MAINTENANCE						
Journal AP: Accounts Payable						
18205	12/09/2025	Gmoser's Septic Service	413066	Multiple	120.00	
18205	12/09/2025	Gmoser's Septic Service	413066	Multiple	40.00	
18267	12/12/2025	GFL ENVIRONMENTAL	0071143651	101-000-202	193.99	
Journal Totals					353.99	0.00
Totals for 101-752-930					353.99	0.00
Balance 12/01/25:				13,853.45		
Net Change:				353.99		
Balance 12/31/25:				14,207.44		

101-752-956 OTHER EXPENSE						
Journal AP: Accounts Payable						
18214	12/09/2025	UNLIMITED OUTDOORS, LLC	3431	Multiple	4,000.00	
Journal Totals					4,000.00	0.00
Journal GJ: General Journal						
18330	12/22/2025	RECLASSIFY DISTRIBUTION	1560	Multiple		375.00
Journal Totals					0.00	375.00
Totals for 101-752-956					4,000.00	375.00
Balance 12/01/25:				0.00		
Net Change:				3,625.00		
Balance 12/31/25:				3,625.00		

101-865-910 LIABILITY INSURANCE						
Journal AP: Accounts Payable						
18265	12/12/2025	Accident Fund Insurance Co.	1002403834	101-000-202	828.00	
Journal Totals					828.00	0.00
Totals for 101-865-910					828.00	0.00
Balance 12/01/25:				46,359.00		
Net Change:				828.00		
Balance 12/31/25:				47,187.00		

GL NUMBER	DESCRIPTION	2025-26 ACTIVITY THRU 12/31/25	2025-26 ORIGINAL BUDGET
ESTIMATED REVENUES			
Dept 000			
206-000-402	CURRENT TAX COLLECT	141,070.28	461,246.26
206-000-407	DEL. TAX COLLECTION		
206-000-665	INTEREST EARNED	21,151.80	
206-000-671	FIRE GRANT AWARDS	2,875.00	
206-000-673	SALE OF FIXED ASSET		
206-000-674	MISC REVENUE		
206-000-675	DONATIONS	300.00	
206-000-676	REIMBURSEMENTS	10.00	
206-000-699	TRANSFER FROM OTHER FUNDS		
Totals for dept 000 -		165,407.08	461,246.26
TOTAL ESTIMATED REVENUES		165,407.08	461,246.26

GL NUMBER	DESCRIPTION	2025-26 ACTIVITY THRU 12/31/25	2025-26 ORIGINAL BUDGET
APPROPRIATIONS			
Dept 336 - FIRE EXPENSES			
206-336-702	SALARY	47,769.19	80,000.00
206-336-703	SALARY-FIRE CHIEF	15,750.00	21,000.00
206-336-704	SOC.SECURITY/MEDICARE	5,130.92	8,090.00
206-336-705	SALARY - MAINT.	3,551.85	4,735.80
206-336-723	MEMBERSHIP	1,650.35	2,000.00
206-336-727	SUPPLIES	5,223.32	11,000.00
206-336-729	APPARATUS FUEL	2,833.10	4,000.00
206-336-801	LEGAL FEES/PROF SERVICES	27,728.00	35,000.00
206-336-802	SERVICE CONTRACTS	6,558.84	7,500.00
206-336-850	PHONE/INTERNET	1,606.92	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	4,944.65	9,000.00
206-336-930	REPAIR/MAINTENANCE	43,987.47	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	2,354.82	2,500.00
206-336-959	MISC. EXPENSE	132.00	1,000.00
206-336-960	EDUCATION	293.00	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	9,279.18	12,000.00
206-336-977	EQUIPMENT	15,932.50	17,000.00
206-336-991	DEBT PAYMENT/PRINCI		
Totals for dept 336 - FIRE EXPENSES		211,944.62	453,996.26
Dept 862 - EMPLOYER EXPENSE			
206-862-714	MERS RETIREMENT EXPENSE	5,250.00	7,250.00
Totals for dept 862 - EMPLOYER EXPENSE		5,250.00	7,250.00
TOTAL APPROPRIATIONS		217,194.62	461,246.26
NET OF REVENUES/APPROPRIATIONS - FUND 206		(51,787.54)	
BEGINNING FUND BALANCE		1,148,064.69	1,148,064.69
ENDING FUND BALANCE		1,096,277.15	1,148,064.69

User: Liz

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

DB: Milton Township

TRANSACTIONS FROM 12/01/2025 TO 12/31/2025

JE #	Date	Description	Reference #	OFFSETTING GL	DEBIT	CREDIT
206-336-702 SALARY						
Journal PR: Payroll						
18185	12/04/2025	FIRE PAYROLL	1548	Multiple	14,339.73	
Journal Totals					14,339.73	0.00
Totals for 206-336-702					14,339.73	0.00
Balance 12/01/25:				33,429.46		
Net Change:				14,339.73		
Balance 12/31/25:				47,769.19		
206-336-703 SALARY-FIRE CHIEF						
Journal PR: Payroll						
18185	12/04/2025	FIRE PAYROLL	1548	Multiple	5,250.00	
Journal Totals					5,250.00	0.00
Totals for 206-336-703					5,250.00	0.00
Balance 12/01/25:				10,500.00		
Net Change:				5,250.00		
Balance 12/31/25:				15,750.00		
206-336-704 SOC.SECURITY/MEDICARE						
Journal PR: Payroll						
18185	12/04/2025	FIRE PAYROLL	1548	Multiple	1,498.60	
18186	12/05/2025	GENERAL PAYROLL	1549	Multiple	30.19	
Journal Totals					1,528.79	0.00
Totals for 206-336-704					1,528.79	0.00
Balance 12/01/25:				3,602.13		
Net Change:				1,528.79		
Balance 12/31/25:				5,130.92		
206-336-705 SALARY - MAINT.						
Journal PR: Payroll						
18186	12/05/2025	GENERAL PAYROLL	1549	Multiple	394.65	
Journal Totals					394.65	0.00
Totals for 206-336-705					394.65	0.00
Balance 12/01/25:				3,157.20		
Net Change:				394.65		
Balance 12/31/25:				3,551.85		
206-336-723 MEMBERSHIP						
Journal AP: Accounts Payable						
18207	12/09/2025	INTERNATIONAL ASSOC. OF FIRE C	000293606	206-000-202	340.00	
18368	12/30/2025	ACTIVE 911 INC.	656315	206-000-202	243.00	
Journal Totals					583.00	0.00
Totals for 206-336-723					583.00	0.00
Balance 12/01/25:				1,067.35		
Net Change:				583.00		
Balance 12/31/25:				1,650.35		
206-336-727 SUPPLIES						
Journal AP: Accounts Payable						
18204	12/09/2025	Gill-Roy's	2512-271477	206-000-202	8.59	
18373	12/30/2025	ROY'S GENERAL STORE	D167932	206-000-202	435.32	
Journal Totals					443.91	0.00
Totals for 206-336-727					443.91	0.00
Balance 12/01/25:				4,779.41		
Net Change:				443.91		
Balance 12/31/25:				5,223.32		
206-336-729 APPARATUS FUEL						
Journal AP: Accounts Payable						
18202	12/09/2025	FUELMAN	NP69587287	206-000-202	218.62	

User: Liz

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

DB: Milton Township

TRANSACTIONS FROM 12/01/2025 TO 12/31/2025

JE #	Date	Description	Reference #	OFFSETTING GL	DEBIT	CREDIT
206-336-729 APPARATUS FUEL						
Journal AP: Accounts Payable						
Journal Totals					218.62	0.00
Totals for 206-336-729					218.62	0.00
Balance 12/01/25:				2,614.48		
Net Change:				218.62		
Balance 12/31/25:				2,833.10		
206-336-801 LEGAL FEES/PROF SERVICES						
Journal GJ: General Journal						
18423	12/02/2025	REVERSE PR PROCESSING FEES	1569	Multiple	101.00	
18428	12/19/2025	PR PROCESSING FEE CORRECTION	1571	Multiple	52.00	
18513	12/31/2025	REVERSE ENTRY	1592	Multiple		101.00
Journal Totals					153.00	101.00
Journal PR: Payroll						
18185	12/04/2025	FIRE PAYROLL	1548	Multiple	101.00	
Journal Totals					101.00	0.00
Totals for 206-336-801					254.00	101.00
Balance 12/01/25:				27,575.00		
Net Change:				153.00		
Balance 12/31/25:				27,728.00		
206-336-802 SERVICE CONTRACTS						
Journal AP: Accounts Payable						
18215	12/09/2025	VECTOR SOLUTIONS	INV132207	206-000-202	2,010.00	
Journal Totals					2,010.00	0.00
Totals for 206-336-802					2,010.00	0.00
Balance 12/01/25:				4,548.84		
Net Change:				2,010.00		
Balance 12/31/25:				6,558.84		
206-336-850 PHONE/INTERNET						
Journal AP: Accounts Payable						
18151	12/01/2025	CHARTER COMMUNICATIONS	005307501112125	206-000-202	130.00	
18200	12/09/2025	FIRST COMMUNICATIONS, LLC.	128612486	206-000-202	29.15	
18369	12/30/2025	CHARTER COMMUNICATIONS	0053075011122125	206-000-202	130.00	
Journal Totals					289.15	0.00
Totals for 206-336-850					289.15	0.00
Balance 12/01/25:				1,317.77		
Net Change:				289.15		
Balance 12/31/25:				1,606.92		
206-336-920 UTILITIES						
Journal AP: Accounts Payable						
18152	12/01/2025	DTE Energy	12.01.2025	Multiple	62.75	
18306	12/17/2025	Consumers Energy	12.17.2025	Multiple	123.56	
18306	12/17/2025	Consumers Energy	12.17.2025	Multiple	123.24	
18342	12/23/2025	Crystal Flash	421216	206-000-202	983.33	
Journal Totals					1,292.88	0.00
Totals for 206-336-920					1,292.88	0.00
Balance 12/01/25:				3,651.77		
Net Change:				1,292.88		
Balance 12/31/25:				4,944.65		
206-336-930 REPAIR/MAINTENANCE						
Journal AP: Accounts Payable						
18370	12/30/2025	CSI Emergency Apparatus	72940	206-000-202	2,001.79	
Journal Totals					2,001.79	0.00

User: Liz

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

DB: Milton Township

TRANSACTIONS FROM 12/01/2025 TO 12/31/2025

JE #	Date	Description	Reference #	OFFSETTING GL	DEBIT	CREDIT
206-336-930 REPAIR/MAINTENANCE						
Totals for 206-336-930					2,001.79	0.00
Balance 12/01/25:					41,985.68	
Net Change:					2,001.79	
Balance 12/31/25:					43,987.47	
206-336-959 MISC. EXPENSE						
Journal AP: Accounts Payable						
18372	12/30/2025	OTEC COMMUNICATION SYSTEMS	79037	206-000-202	132.00	
Journal Totals					132.00	0.00
Totals for 206-336-959					132.00	0.00
Balance 12/01/25:					0.00	
Net Change:					132.00	
Balance 12/31/25:					132.00	
206-336-976 BUILDING/GROUNDS						
Journal AP: Accounts Payable						
18210	12/09/2025	K&K Heating and Cooling	62487820	206-000-202	250.00	
18214	12/09/2025	UNLIMITED OUTDOORS, LLC	3431	Multiple	1,875.00	
Journal Totals					2,125.00	0.00
Journal GJ: General Journal						
18330	12/22/2025	RECLASSIFY DISTRIBUTION	1560	Multiple	375.00	
Journal Totals					375.00	0.00
Totals for 206-336-976					2,500.00	0.00
Balance 12/01/25:					6,779.18	
Net Change:					2,500.00	
Balance 12/31/25:					9,279.18	
206-336-977 EQUIPMENT						
Journal AP: Accounts Payable						
18266	12/12/2025	DINGES FIRE CO.	79833	206-000-202	783.90	
18371	12/30/2025	MACQUEEN	P36361	206-000-202	649.10	
Journal Totals					1,433.00	0.00
Totals for 206-336-977					1,433.00	0.00
Balance 12/01/25:					14,499.50	
Net Change:					1,433.00	
Balance 12/31/25:					15,932.50	
206-862-714 MERS RETIREMENT EXPENSE						
Journal GJ: General Journal						
18403	12/04/2025	RECLASSIFY MERS ANNUAL	1566	206-000-230	5,250.00	
Journal Totals					5,250.00	0.00
Totals for 206-862-714					5,250.00	0.00
Balance 12/01/25:					0.00	
Net Change:					5,250.00	
Balance 12/31/25:					5,250.00	

Check Date	Bank	Check #	Payee	Description	Account	Dept	Amount
Fund: 101 GENERAL FUND							
12/17/2025	GEN	34776	ALICIA HASPAS	MISC. EXPENSE/DEPOSIT REFUNDS	956	265	100.00
12/17/2025	GEN	34777#	CHARTER COMMUNICATIONS	INTERNET/WEB HOST	851	268	130.00
				RECYCLING CENTER	804	529	109.99
				CHECK GEN 34777 TOTAL FOR FUND 101:			239.99
12/17/2025	GEN	34778*	Consumers Energy	ACCT 100004952345/ 7268 CAIRN	920	265	65.90
				ACCT 100004952444/ 7023 CHERRY	920	268	443.85
				ACCT 100004952642/ 13230 HICKIN	920	276	29.07
				ACCT 100052864327/ 13475 INDIAN RD	920	752	29.07
				ACCT 100004952725/ 13455 INDIAN RD	920	752	33.48
				ACCT 103036595975/7263 CAIRN	920	752	11.97
				CHECK GEN 34778 TOTAL FOR FUND 101:			613.34
12/17/2025	GEN	34779	Great Lakes Energy	ACCT. 83210001 - CAIRN & US31	920	448	16.00
				ACCT. 83210005 - ODELL & US31	920	448	16.36
				ACCT. 83210003 - CAMPBELL & US31	920	448	15.32
				ACCT. 83210004 - WINTERS & US31	920	448	16.00
				ACCT. 83210006 - ERICKSON & US31	920	448	16.00
				ACCT. 83210002 - QUARTERLINE & US31	920	448	15.32
				CHECK GEN 34779 TOTAL FOR FUND 101:			95.00
12/17/2025	GEN	34780	MI ASSOCIATION OF MUNICIPAL CLERKS	EDUCATION	960	215	800.00
12/23/2025	GEN	34782	DELTA DENTAL	DENTAL INSURANCE	705	209	34.07
12/23/2025	GEN	34783	ELECTION SOURCE	ICP ANNUAL MAINTENANCE CONTRACT	801	191	375.00
				ANNUAL CONTRACT	801	191	615.00
				CHECK GEN 34783 TOTAL FOR FUND 101:			990.00
12/23/2025	GEN	34784	LIZ ATKINSON	SUPPLIES FOR OFFICE COFFEE	727	268	17.16
12/23/2025	GEN	34785	Priority Health	HEALTH INSURANCE	705	209	2,671.68
12/23/2025	GEN	34786#	WATER SYSTEMS MANAGEMENT	WATER SAMPLES - OLD TOWN HALL	930	265	120.00
				WATER SAMPLES - TOWNSHIP BUILDING	802	268	170.00
				WATER SAMPLES/ PARK	802	752	315.97
				CHECK GEN 34786 TOTAL FOR FUND 101:			605.97

Check Date	Bank	Check #	Payee	Description	Account	Dept	Amount
Fund: 101 GENERAL FUND							
12/30/2025	GEN	34793#	STAPLES	SUPPLIES	727	209	296.81
				SUPPLIES	727	215	7.76
				SUPPLIES/POSTAGE	727	268	101.49
				SUPPLIES	727	410	108.69
				CHECK GEN 34793 TOTAL FOR FUND 101:			<u>514.75</u>
01/12/2026	GEN	34794	ANDREA KRAKOW	COFFE/ PAPER TOWELS	727	268	136.07
01/12/2026	GEN	34795#	Antrim County Treasurer	COMPUTER SERVICES CONTRACT	802	209	119.85
				PTAF	959	268	5.12
				CHECK GEN 34795 TOTAL FOR FUND 101:			<u>124.97</u>
01/12/2026	GEN	34797#	BAUCKHAM THALL	LEGAL FEES/PROF SERVICES	801	101	75.00
				LEGAL FEES	801	410	340.00
				CHECK GEN 34797 TOTAL FOR FUND 101:			<u>415.00</u>
01/12/2026	GEN	34798	BECKETT & RAEDER	STRS	802	410	607.50
				ADMIN DUTIES/ OFFICE HOURS	802	410	4,270.00
				CHECK GEN 34798 TOTAL FOR FUND 101:			<u>4,877.50</u>
01/12/2026	GEN	34799	Consumers Energy	ACCT 100000105906/ TRAFFIC LIGHTS	920	448	27.05
				ACCT 103034108243/ LED TRAFFIC LIGHT	920	448	129.05
				CHECK GEN 34799 TOTAL FOR FUND 101:			<u>156.10</u>
01/12/2026	GEN	34800*#	DANIEL BOALS	TOWNSHIP OFFICE SNOW REMOVAL	930	268	1,020.00
				RECYCLING CENTER	804	529	1,185.00
				MAPLEHURST SNOW REMOVAL	930	752	540.00
				CHECK GEN 34800 TOTAL FOR FUND 101:			<u>2,745.00</u>
01/12/2026	GEN	34801*#	DTE Energy	UTILITIES - ACCT 910020747580	920	265	218.11
				UTILITIES - ACCT 910020747671	920	268	124.29
				CHECK GEN 34801 TOTAL FOR FUND 101:			<u>342.40</u>
01/12/2026	GEN	34802*#	FIRST COMMUNICATIONS, LLC.	PHONE/FAX - TOWNSHIP OFFICE	850	268	157.96

Check Date	Bank	Check #	Payee	Description	Account	Dept	Amount
Fund: 101 GENERAL FUND							
01/12/2026	GEN	34803*#	Gill-Roy's	ICE MELTER	727	268	113.94
01/12/2026	GEN	34804*#	Great Lakes Business Systems	CONTRACTS	802	268	68.61
01/12/2026	GEN	34805#	HOMETOWN PUBLICATIONS LLC	PUBLISHING	900	101	411.00
				PUBLISHING	900	410	82.50
				CHECK GEN 34805 TOTAL FOR FUND 101:			<u>493.50</u>
01/12/2026	GEN	34806	K&K Heating and Cooling	BOILER	930	268	225.00
				REPAIR/MAINTENANCE	930	268	615.00
				CHECK GEN 34806 TOTAL FOR FUND 101:			<u>840.00</u>
01/12/2026	GEN	34810	U.S. POSTAL SERVICE	ANNUAL P.O. BOX	802	101	114.00
01/12/2026	GEN	34811	VC3 INC	CONTRACTS - MICROSOFT APPS/ CLOUD	802	268	225.40
01/12/2026	GEN	34812#	VILLAGE OF ELK RAPIDS	UTILITIES ACCT 2733 - OLD TOWN HALL	920	265	55.25
				UTILITIES ACCT 2734 - PARKS	920	752	55.25
				CHECK GEN 34812 TOTAL FOR FUND 101:			<u>110.50</u>
01/13/2026	GEN	34813#	CHARTER COMMUNICATIONS	INTERNET/WEB HOST	851	268	130.00
				RECYCLING CENTER	804	529	109.99
				CHECK GEN 34813 TOTAL FOR FUND 101:			<u>239.99</u>
01/13/2026	GEN	34815	GFL ENVIRONMENTAL	PARK WASTE	930	752	5.65
01/13/2026	GEN	34816	LIZ ATKINSON	SUPPLIES - COFFEE CREAMER	727	268	20.16
01/13/2026	GEN	34817	VC3 INC	CONTRACTS - MICROSOFT APPS/ CLOUD	802	268	258.70
				Total for fund 101 GENERAL FUND			18,127.41

Check Date	Bank	Check #	Payee	Description	Account	Dept	Amount
Fund: 206 FIRE FUND							
12/17/2025	GEN	34778*#	Consumers Energy	ACCT 100005504152/ 12105 CHERRY AVE	920	336	123.24
				ACCT 100005504012/ 7015 CAIRN	920	336	123.56
				CHECK GEN 34778 TOTAL FOR FUND 206:			<u>246.80</u>
12/23/2025	GEN	34781	Crystal Flash	UTILITIES/ PROPANE	920	336	983.33
12/30/2025	GEN	34787	ACTIVE 911 INC.	MEMBERSHIP	723	336	243.00
12/30/2025	GEN	34788	CHARTER COMMUNICATIONS	PHONE/INTERNET	850	336	130.00
12/30/2025	GEN	34789	CSI Emergency Apparatus	ENGINE 2	930	336	2,001.79
12/30/2025	GEN	34790	MACQUEEN	EQUIPMENT	977	336	649.10
12/30/2025	GEN	34791	OTEC COMMUNICATION SYSTEMS	MISC. EXPENSE	959	336	132.00
12/30/2025	GEN	34792	ROY'S GENERAL STORE	FUEL	727	336	435.32
01/12/2026	GEN	34796	AXES & IRONS VEHICLE ALLIANCE GROUP	3 SETS PPE	970	336	11,204.71
01/12/2026	GEN	34800*#	DANIEL BOALS	BUILDING/GROUNDS	976	336	1,185.00
01/12/2026	GEN	34801*#	DTE Energy	UTILITIES = ACCT 910020764874	920	336	72.17
01/12/2026	GEN	34802*#	FIRST COMMUNICATIONS, LLC.	PHONE/INTERNET	850	336	28.97
01/12/2026	GEN	34803*#	Gill-Roy's	ICE MELTER	727	336	37.98
01/12/2026	GEN	34804*#	Great Lakes Business Systems	COPIER CONTRACT	802	336	128.74
01/12/2026	GEN	34807	Michigan Townships Association	SUBSCRIPTION	802	336	33.00
01/12/2026	GEN	34808	MORRISON ELECTRIC	STAT 1 GENERATOR/ STAT 2 LIGHTS	976	336	1,026.00
01/12/2026	GEN	34809	MUNSON MEDICAL CENTER	PHYSICALS - BILLED TO WRONG PAYER	956	336	530.00
01/13/2026	GEN	34814	FUELMAN	APPARATUS FUEL	729	336	527.25
01/14/2026	GEN	34818	THIRLBY AUTOMOTIVE	ENGINE 1	930	336	46.97

Check Date Bank Check # Payee Description Account Dept Amount

Fund: 206 FIRE FUND

TOTAL - ALL FUNDS
 Total for fund 206 FIRE FUND
 19,642.13
 37,769.54

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

ANTRIM COUNTY SO
MILTON TOWNSHIP REPORT
 YEAR 2025

Nature	# Events
911 CHECK	127
ABANDON VEHICLE	2
ALARM	31
ANIMAL BITE	2
ANIMAL CONTROL COMP	37
ARGUMENT, VERBAL	6
ASSAULT (N I P)	3
ASSAULT IN PROGRESS	5
B&E (NOT IN PROGRESS)	1
BOAT ACCIDENT	1
BURNING COMPLAINT	1
CANINE DEPLOYMENT	2
CAR DEER ACCIDENT	54
CARBON MONOXIDE ALARM	1
CHILD NEGLECT - REPORT	1
CIVIL (NON-CRIMINAL)	36
CONSERVATION OR DNR	25
COURT ORDER	1
CRIMINAL SEXUAL CON	2
CUSTODY DISPUTE	2
DEATH	4
DOMESTIC ASSAULT	7
DRIVING COMPLAINT	41
DUMPING	1
EMBEZZLEMENT	1
FIRE ALARM	15
FIRE ASSIST	2
FIRE STRUCTURE	10
FIRE WORKS	1

Nature	# Events
FOLLOWUP	22
FRAUD	19
GAS LEAK	2
GENERAL ASSIST	84
GENERAL FIRE	6
GRASS / BRUSH FIRE	5
HARRASMENT	7
HAZARDOUS CONDITION	33
HIT & RUN (NO INJURY)	1
JUVENILE DELINQUENT	6
K9 ASSIST	1
LARCENY	6
LIFT ASSIST	5
LINE DOWN	20
MALIC DESTRUC OF PROP	3
MARINE PATROL COMPLAINT	36
MARINE STOP	210
MEDICA	2
MEDICAL ALERT ALARM	8
MEDICAL CALL	226
MENTAL	2
MINOR IN POSSESSION	1
MISCELLANEOUS	15
MISSING PERSON	1
MONITOR TEST	7
MOTORIST ASSIST	12
NOISE COMPLAINT	1
OPEN DOOR	1
OUIL / OUID	5
PAPER SERVICE	13
PARKING VIOLATIONS	10
PERSONAL INJURY ACC	29

Nature	# Events
PPO VIOLATION	4
PRIVATE PROPERTY PDA	4
PROBATION VIOLATION	1
PROPERTY DAMAGE ACC	21
PROPERTY FOUND / LOST	9
PROPERTY INSPECTION	4
PUBLIC PEACE	2
REPOSSESSION	3
RUNAWAY JUVENILE	1
SHOTS FIRED	3
STALKING	2
SUSPICIOUS PERSON	8
SUSPICIOUS SITUATION	21
SUSPICIOUS VEHICLE	8
THREATS	6
TRAFFIC STOP	187
TREE DOWN	36
TRESSPASSING	5
UNLAWFUL DRIVING AWAY	2
UNWANTED SUBJ	3
VEHICLE FIRE	1
VEHICLE IN DITCH	6
VIN INSPECTION	1
WARRANT ARREST	1
WARRANT ATTEMPT	2
WATER	1
WATER ACCIDENT	1
WATER RESCUE	5
WELLNESS CHECK	14
Total	1583

ANTRIM COUNTY SO
MILTON TOWNSHIP REPORT
DECEMBER 2025

Nature	# Events
911 CHECK	5
ALARM	2
ANIMAL BITE	1
ANIMAL CONTROL COMP	2
CAR DEER ACCIDENT	10
CIVIL (NON-CRIMINAL)	5
GENERAL ASSIST	3
GENERAL FIRE	2
HAZARDOUS CONDITION	1
JUVENILE DELINQUENT	2
LIFT ASSIST	1
LINE DOWN	5
MEDICA	1
MEDICAL ALERT ALARM	1
MEDICAL CALL	20
MISCELLANEOUS	1
PERSONAL INJURY ACC	4
PRIVATE PROPERTY PDA	1
PROPERTY DAMAGE ACC	1
PROPERTY FOUND / LOST	1
RUNAWAY JUVENILE	1
SUSPICIOUS SITUATION	1
SUSPICIOUS VEHICLE	1
TRAFFIC STOP	5
TREE DOWN	8
UNWANTED SUBJ	1
WELLNESS CHECK	2
Total	88

Response Times Within Milton (December 2025)



Unit	Priority	Response Time Minutes	Call Count	Cumulative Call Count	Percentage	Cumulative Percentage
55A1		15 Calls				
	P-1					
		08:00 - 08:59	2	2	13%	50%
		11:00 - 11:59	1	3	7%	75%
		15:00 and Up	1	4	7%	100%
	P-2					
		05:00 - 05:59	1	1	7%	11%
		07:00 - 07:59	1	2	7%	22%
		08:00 - 08:59	1	3	7%	33%
		09:00 - 09:59	1	4	7%	44%
		15:00 and Up	4	8	27%	89%
		Canceled En Route (PTA)	1	9	7%	100%
	P-3					
		08:00 - 08:59	1	1	7%	50%
		14:00 - 14:59	1	2	7%	100%
GTA1		1 Calls				
		15:00 and Up	1	1	100%	100%
GTA3		1 Calls				
	P-2					
		Canceled En Route (PTA)	1	1	100%	100%

Responses in Milton (December 2025)



Call Nature	Milton	Total
17-Falls	3	3
26-Sick Person (Specific Diagnosis)	8	8
29-Traffic/Transportation/Accidents	1	1
32-Unknown Problem (Man Down)	4	4
8-Carbon Monoxide/Inhalation/HazM:	1	1
Total	17	17

Call Status	Milton	Total
Canceled En Route	2	2
No Transport	1	1
Refusal	6	6
Transport	8	8
Total	17	17

Call Priority	Milton	Total
P-1	1	1
P-2	4	4
P-3	10	10
Total	17	17

Assigned Unit	Milton	Total
SSA1	15	15
GTA1	1	1
GTA3	1	1
Total	17	17

Milton Township
Planning Commission
Unapproved Regular Meeting Minutes
January 7, 2026
7023 Cherry Ave., Kewadin, MI 49648

1. Call to Order: Chairman Hefferan, Renis, Standerfer, Warner, Peters, and Merillat.

Members absent: Ford, excused.

Also present: Sara Kopriva and 5 audience members.

2. Public Comment: None.

3. Approval of Agenda:

Motion by Renis to approve the agenda. Seconded by Warner. **Motion carried.**

4. Approval of Minutes of December 3, 2025:

Motion by Warner to approve the minutes dated of December 3, 2025 as presented. Seconded by Hefferan. **Motion carried.**

5. Correspondence: None.

6. Old Business: None.

7. New Business:

A) Election of Officers:

Nominations for Chair: Warner was nominated. No other nominations. Nominations closed.

Motion by Hefferan to elect Warner as chair. Seconded by Merillat. **Motion carried.**

Nominations for Vice Chair: Ford was nominated. No other nominations. Nominations closed.

Motion by Warner to elect Ford as vice chair. Seconded by Standerfer. **Motion carried.**

Nominations for Secretary: Merillat was nominated. No other nominations. Nominations closed.

Motion by Hefferan to elect Merillat as Secretary. Seconded by Warner. **Motion carried.**

B) Public Hearing: Zoning Ordinance Amendment 2025-06: Sections 117.317 and 117.222 RE Vacation Rentals:

Warner reviewed the amendment and discussed public hearing procedure. Kopriva gave a history on the amendment. There is no change in the policy. This is just a clarification of the policy and language to conform to the Vacation Rental Ordinance.

Communications received: None.

Those asking questions for information: None.

Those speaking in favor: None.

Those speaking against: None.

Commission Member Comments: None.

Motion by Hefferan to recommend approval of ZOA 2025-06 to the Antrim County Planning Commission and Milton Township Board of Trustees. Seconded by Renis **Motion carried.**

C) Sketch Plan Review: SUP 2026-01 SDG LLC Planned Residential Development and Condominium Subdivision. Kopriva gave background on the application. The process is to get feedback on the project. This is a non-binding discussion. There are no motions or decisions to be made.

Jenna Hill Evashevski and Johnathan Lee gave a presentation. Evashevski said this is a proposed 39 units PRD. It is cluster housing to protect the green space and open sky. We intend to create pathways to the conservancy. They provided a conceptual design and walked through that concept. They did review the master plan to accommodate concerns of the township. Lee is the architect and he has shown overview drawings. They have included possible ways to overcome concerns of the community and how to protect green spaces, water, and dark skies. They would also like to replant trees that were previously removed. This design will help people who are looking for single level living and help create housing that is needed in the area.

Hefferan asked regarding the architecture overview. Evashevski discussed the black and white sketch is the inspiration for the types of units. This is conceptual only. Lee worked through the math of the acreage and the density of the homes and open space. They are working on tightening up the placement and numbers.

Warner asked about the .6 acres that are currently zoned AG. Kopriva said we need to determine how it should be included in the calculation. Merillat said he does not believe that should be included as an Ag zoned parcel. Now it is non-conforming. This could be re-zoned. Kopriva said it cannot be combined because it is in a different section of the county.

Kopriva asked about the amenities regarding what is public and what is private. Lee said there is a community/service type building. There is also storm water treatment capture ponds. We will also have a septic treatment system. Since the village does not have a municipal system, they will create engineered septic treatment plants which we have created and used before. The community building would also need to house the water and septic systems for the project. This is still under determination regarding the use of the building, but it would be for residents only.

Warner asked Kopriva if there is anything presented here that is concerning regarding the use. She said no. Warner and commission members discussed the concept of having the pickleball courts open to the public and how this could cause issues with the condo owners. Warner said having lived here and understanding the Torch River area, he would not open up anything to the public.

Renis asked with this layout, would there be any grading or excavating? Lee said in general, it would 85% stay and 15% adjusted in a way that is manageable for the slopes. They are working to avoid moving earth and to mitigate any erosion.

Hefferan asked Kopriva regarding subdivisions and these are permitted in the village. Why is this not a subdivision? It is under the PRD to get the density. Hefferan asked regarding 1602-A and G. The property was changed dramatically five years ago. How will this fit into that? Kopriva said that is something that needs to be discussed. It has sat there now for five years open. We need to discuss if the development is better than what is currently there.

Renis asked what happened to Torch Lake Terrace Condo? This approval expired. Hefferan asked at what point is this property in its natural state? Hefferan said we have very active waterfront associations in our community and they were involved in the prior proposal and they will look closely at this proposal. Lee said it is not our intention to further damage neighboring properties. We want to get the site stabilized and have native plants and trees brought in. We want it to look and feel like this community. Warner asked regarding the storm water plan? Those can be planted over the top? Yes.

Warner said we really need to look at the AG .6 acres and the allowance to go forward with these plans. Kopriva said yes. If you have major concerns with the proposal or something that should be included, give them that information as they move forward. This is a special use and you will see it a few more times and a public hearing before a decision is made. You are not bound to what you bring up today.

Renis asked regarding the parking. Lee said they will do a road study and this will be refined at that point. Renis said it is a very thoughtful use of the property, but this property was scared. Designing the buildings color white might be very bright rather than blending in with the environment. Lee said these are just early ideas. These can be refined. We realized we are inheriting some bad history, but we want to bring this area forward in a way the community can appreciate the efforts.

Hefferan said he echoed Renis' comments. Kopriva will be able to help these folks. We have heard all of the complaints about this parcel and we should be able to minimize those concerns and provide those to this applicant.

Merillat asked regarding 117.1616-B-8 as to the common buildings being limited to the max size of 1,000 square feet. Kopriva said the Commission will need to look at this when discussing the community center/utility building. Merillat said that only including the non-utility footprint may work but unless we change the ordinance, we could not have a community center over 1,000 square feet. Merillat said we may have the wrong base density (1616-B-3) because you cannot include slopes over 90%. There is quite a lot of that on that parcel. Lee said he will look at that closely. The calculation also cannot include wetlands. Lee said there are not any currently. Merillat said it is not proper to grant a density bonus on land that is otherwise unbuildable. We know they can get 14 because that is what we approved previously. Lee said if we find a 3% number that is a slope, then that takes away from that 75% open space.

D) Bylaw Review: Kopriva said you look at the bylaws every year and it was previously discussed to include putting a cutoff on written public comment. Is there a desire to add in a deadline for this? Renis asked if it can be included in the legal notice. It currently says it will be received until noon the day of the hearing. Merillat said the bylaws we were given are not the current bylaws. We made revisions and approved them on April 21, 2022 which is the last copy he has. We approved them in 2023 without change February 1, 2023 and then approved additional changes on February 7, 2024. Merillat does not have a copy of those. On January 8, 2025 we adopted more changes. Kopriva will research. The most recent version should be January 8, 2025. This will be reviewed again next month.

8. Reports:

A) Zoning Administration Office Report: Provided in the packet.

B) Township Board Report: Renis said they passed the ZO 2025 02 taxes paid prior to permit.

C) ZBA Report: Hefferan: No meeting.

D) Planning Commission Updates: Hefferan asked regarding letting the township board know that Merillat and Warner's terms will expire. Kopriva will review this with the board.

9. Future Meeting Considerations: February 4, 2026. Kopriva discussed possible items on the agenda.

10. Adjourn: Meeting adjourned by order of the chair at 8:20 pm.

Respectfully submitted,

Joseph Merillat

Elk Rapids District Library Board of Trustees
October 9, 2025, 5:00 pm
Elk Rapids Government Center, 315 Bridge Street, Elk Rapids MI 49629

Approved November 13, 2025

1. Call to Order and Approval of Agenda: Hults called the meeting to order at 5:03 pm

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

Members Absent: none, but Milton has a representative missing so only 7 members

Also present: Director Pam Williams, AD Aaron Hill

Audience – one

1. Agenda Approval:

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

2. Public Comment:

Tom Stephenson: He's interested to see how quickly the project is moving ahead.

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 –September 11, 2025

B. Treasurer's Report and Approval of Bills

Motion to approve by Wonch/Atkinson

Roll Call:

Cambell: Yes

Fisher: Yes

Pollister Amos: Yes

Hults: Yes

Atkinson: Yes

Wonch: Yes

Richter: Yes

Motion carried with one member missing

4. Correspondence

No formal correspondence

5. Unfinished Business:

A. Cunningham Limp Contract: Bobby Peplinski of CL, presented and discussed the construction management agreement for the Elk Rapids District Library. He presented a memo outlining the topics. He discussed the history of how we got to this point. He has a modified agreement. It's broken into two steps. One is the base agreement or the A133 Document. The second is when the construction phase starts. CL will provide cost estimates and project schedules and review all of those things with the architect and owner. He discussed the ERDL responsibilities during this phase of the contract. The preconstruction services will be no more than \$55,000. The reason for the preconstruction phase services is for us to present a guaranteed maximum price. The next document for approval will be Exhibit A will guarantee the price of the project. The ERDL will then decide how to go forward. You can decide not to sign it. Or, you can decide it all works and you would sign it and go forward to build the project. Ultimately if we sign the base agreement today, you always have the ability to terminate the agreement upon giving us seven days notice. You'll be liable for the work done to day for preconstruction phase services.

Pollister Amos said she's glad he came to present to day because it's clear that we are only signing one document today. Fisher asked if the board communicates with Quinn Evans. Peplinski said they will communicate with Quinn Evans and the ERDL and other consultants involved. Fisher asked about the construction management phase. Is that fee based on the cost of the construction? Yes. It won't be a new agreement. That will be exhibit A. Pollister Amos said Quinn Evans is responsible for setting the meetings with everyone? Yes. They are responsible for that. Hults asked about an estimating on the schematic, but that will be once the schematic is done. Peplinski agreed. Hults said what you see to date, do you see anything that concerns you? Peplinski said what he's seen so far is very high level. There is nothing concerning at this point. Hults asked about the not to exceed \$55K. Where are we with that expenditure to date? Peplinski said he doesn't have that number but we are well within budget. This is replacing the letter agreement. This is the formal construction contract. We are mirroring the terms of that previous written agreement.

MOTION: by Julia Pollister Amos/Wonch to approve AIA A133 contract with Cunningham Limp.

Roll Call:

Wonch: Yes

Fisher: Yes

Atkinson: Yes

Campbell: Yes

Richter: Yes

Pollister Amos: Yes

Hults: Yes

Motion carried with one missing .

Peplinski has a document that can be signed today or it can be sent via Docusign. Hults will sign today.

B. Director Job Description Approval:

This was recommended and updated by the Personnel Committee.

MOTION: by Pollister Amos/Richer to update the document with no changes to October 2025. Motion carried.

C. Director Contract:

This was reviewed last month. It's been updated to say it's a three year contract from the date of approval.

MOTION: by Campbell/Wonch to approve the Director's Contract.

Roll call

Hults: Yes

Atkinson: Yes

Richter: Yes

Fisher: Yes

Wonch: Yes

Pollister Amos: Yes

Campbell: Yes

Motion carried with one missing

D. Volunteer Policy:

Hill said this has been updated per discussion at our last meeting.

MOTION: by Pollister Amos/Atkinson to approve the new volunteer policy.

Motion carried.

6. New Business

A. Bond Sale and Huntington Account

Williams said the bonds sold. We had three bids. One was from Huntington, one from Capital Bank and one from Alden State Bank. We went with the lowest and sold to Huntington Bank at 3.96%. We have been busy getting the paperwork finalized so on October 22, we will have a deposit of \$3.5 Million. When we get the millage money, it will go into a Huntington Bank checking account, and then be transferred to our MiClass account. PFM believes we will earn over 4% in interest in our accounts. Hults said Alden Bank is typically the most competitive. They wound up third here. This will be an electronic transfer. We did change the draw schedule as per the recommendation by Cunningham Limp.

7. Director's Report:

Hill presented his monthly and quarterly reports on statistics. Numbers are a little higher than last year which suggests we've recovered from the loss of the Torch Lake Township contract. We now have 342 active Torch Lake Township patrons signed up with us. Discussion of using Sora, a curated electronic age appropriate content for the schools. Hill also presented stats on the 1000

Books Before Kindergarten program.

Door Count:
3,318 (est)



ELK RAPIDS
DISTRICT LIBRARY

September 2025

Circulation Totals to date
September 2025: 3,966
September 2024: 3,827
FY 2025 YTD: 31,021

Printing	4370	CIRCULATION	Technology	93
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Books	2,403
E content	915
Mel Received	236
Mel Sent	120

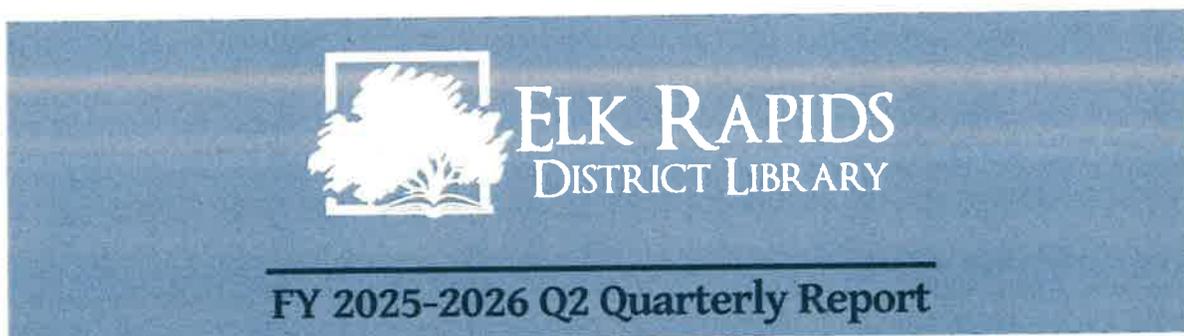
Children's special collections	30
Library of Things	4
DVD's	146
Other	139

PROGRAMMING

Audience	# of programs	Attendance
Youth	7	166
Family/Teen	3	200
Adult	17	135
Outreach	4	177
Total	31	678

Highlight:

- Outreach events were successful enrolling 18 new patrons at off-site events.
- We are in the process of helping the schools integrate Sora/Overdrive in the libraries and classrooms.



● **Checkouts and Renewals**

11,987
Checkouts

The Elk Rapids District Library had 11,987 checkouts in this quarter. Of these, 5,318 were children and young adult materials.

5,318
Children's

● **Library Patrons**

4,079
Patrons

The Elk Rapids District Library currently serves 4,079 library patrons. In this quarter we welcomed 142 new patrons.

142
New Patrons

● **Collection Development**

21,162
In Collection

The Elk Rapids District Library maintains a collection of over 21,000 items. The public collection of the library has a value of \$489,381.

\$489k
Collection Value

● **Community Presence and Engagement**

16,808
Library Visitors

The Elk Rapids District Library welcomed 16,808 visitors to the building this quarter. We also engaged, entertained, and educated 3,266 program attendees at 81 different library programs.

3,266
Attendees at 81 Events

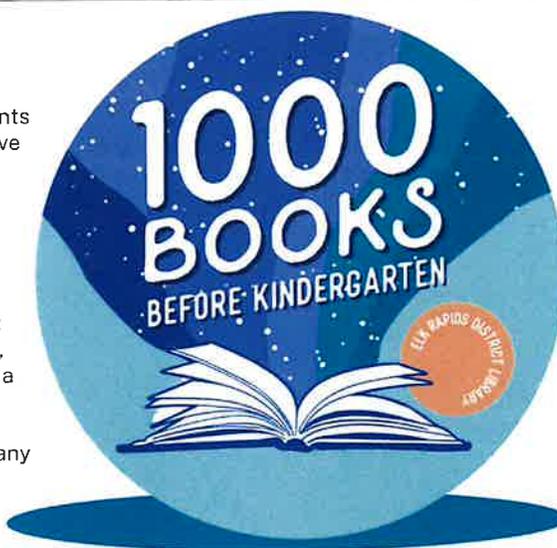


ELK RAPIDS DISTRICT LIBRARY

This free program encourages parents and caregivers to build a lifelong love of reading with their children from birth to kindergarten.

Parents sign up at the library to receive a reading journal and instructions. Kids earn prizes at milestones (100, 250, 500, 750, and 1000 books). When they reach 1000, they'll join our 1000 Book Club with a photo and a special t-shirt.

The program is self-paced — finish any time before kindergarten!



By the Numbers

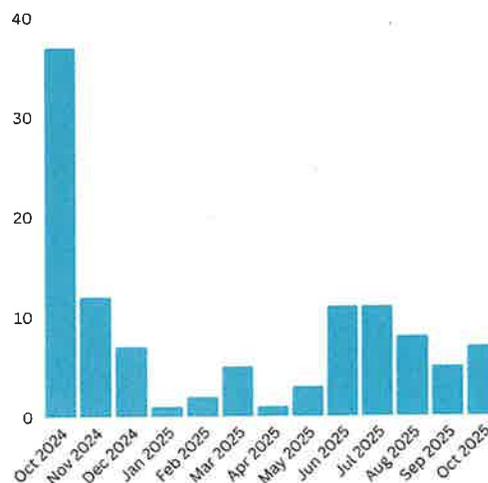
Total Enrolled **117**

70% ERDL is Home Library **82**

20% Read at least 100 Books **23**

Average Age **2.25**

Enrollment



Williams said we have some other early literacy programs that have been expanded. The good news is that libraries and MelCat stayed in the State of Michigan budget and the Mel budget was increased. Updates on after school programs. We are also doing destination story time. We will do one every month at Mill Creek. Williams also provided a report on her conference in New Mexico. She also got to meet Michael Threets. He was a keynote speakers and he's taking over Reading Rainbow.

8. Standing Committee Reports

- A. Personnel Committee – Pollister Amos, Atkinson, Campbell
Already covered previously
- B. Financial Committee – Atkinson, Pollister Amos, Richter
Already covered previously.

9. Ad Hoc Committee Reports

- a. Building Committee – Hults, Campbell,
Fisher will join the building committee. We try to make sure we have people from each jurisdiction, once we get a new Milton representative, we may add that person. Williams also provided the updated schematic design. Hults said the ER Township donated a secure drop box. We will have a built in drive through, so Williams said she will look at this to determine if it's something we can use.
- a. Strategic Planning Committee – Wonch, Pollister Amos, Fisher
Have not met
- c. Campaign Steering Committee – Hults, Wonch, Pollister Amos
Williams said we did meet on Tuesday and the fundraising report was created. The number is great. It's due to the match. Today Williams met with a couple who want to extend the match so we can keep going. We haven't fulfilled the match, but we are close. We are currently at \$3.2 million. We are going to meet with the campaign team on Zoom to talk about the progress made and strategy to finish the campaign. We have 17 naming opportunities that have been committed. We are meeting people one on one. There are people who like and want certain things to honor family members. There are 218 people who have donated and whose names will be on the wall. We are turning the corner on phase one and thinking about phase two. The community room, and the glass porch and the remains of the site work are what we are focusing on for phase two. Hults said it's viable to finish the community room while we are building it. It would be half of remobilizing to do it later. The board may need to decide if we want to go forward with that.

10. Friends Report: Paula Jorge Liaison from Friends of the ERDL

FOERDL -Liaison Report to Board of Trustees

The Board of Directors of the Friends of the Elk Rapids District Library met at 5:45 p.m. on September 22,2025 presided by newly elected Chair Lauren Dake. Dake

expressed excitement about her new role as Chair.

In attendance were newly elected board members, Kristin Ebert, Beth Heueran, Adrienne Houghton, Paula Jorge, Geri Lefebre and Sam Pine joining returning members, Susan Ash, Mary Chenoweth, Judy Passon, Peggy Starr, BOT liaison Campbell, Executive Director Pamela Williams and three guests.

A sincere thank you was extended to retiring board members for their dedication and commitment for many years of service: Bacon, Beery, Bellingham, Moyer, Savoie.

Fundraising –

Susan Ash reported An Elegant Evening in Tuscany fundraiser will be held October 11 in The Stone Room, 212 River Street, catered by T.C. Queen Bee. Tickets at \$100.00 were sold out within an hour of posting on social media.

October 23, Annual Fall, Family and Friends will be held at Townline Cider, beginning at 5:00 p.m. Drinks may be purchased to accompany nibbles of charcuterie provided by Friends. Entrance fee \$30.00.

Approval of August Minutes-approved without modification.

Treasurer's Report-total assets of \$87,813.11 reported by Savoie from Annual Meeting

Net Income August 31, following expenses- \$3086.13

Upcoming expenses include \$250 for Chamber Dues and \$25.00 filing fee For State of Michigan -approval to pay bills.

Approval to cash in a \$26,000 CD to make an additional donation of \$25,00 toward the ER District Library capital campaign. A second motion to move the remaining \$1,000 to a Money Market Fund was also approved.

Liaison Report- Campbell reported things are moving along with the new library. Optimistic that bids will be sent by April. Her committee has been working on a Director's job description and contract.

Highlights of committee reports:

The Book Cellar-Passon and Starr reported lots of donations of new readers and arts and craft books. Volunteer hours = 27.25 hours for the month.

Membership- Lefebre reported 11 membership letters sent. She is looking for ways to streamline receiving the dues, tracking growth, auto renewal as well as a 2-year membership.

Public Relations-Ebert is reviewing process and flow of information and will post upcoming Fall, Flannel and Friends on Facebook.

Director's Report- Williams provided a chart showing numbers for programming, library usage and door count. She attended a conference of the Association of Rural and Small Libraries. The new library will have private rooms and would love to partner with Munson. The library received \$2700 from Village Market's Community Cash Program.

Old Business-None

New Business-

Dake reported FOL WEEK- October 19-25

Conference "Talk with Friends" in Charlevoix- October 10; 6

Attending from our board

Signatory Card for Dake, Heuerman, Jorge at First National, Alden Bank and Edward Jones were approved.

Pine offered to research Venmo, PayPal and Apple Pay for Friends Events.

Next Meeting- October 27, 2025, at 5:00 p.m.

Respectively submitted,

Paula Morgan Jorge

Vice Chair FOERDL

Paula also presented her verbal report. The Friends met Sept. 22, following the annual meeting. We said goodbye to several board members and recognized them for their commitment. We also welcomed a new board. They are young and tech savvy. We have an Elegant Evening in Tuscany coming up this weekend. It's going to be at the stone room at 212 River Street. Those tickets sold out within an hour. We also have an event October 23. This will be our Family and Friends event at Townline Cider. Our entrance fee will be \$30. Altonen's will give us \$1 of every drink. We are working to get our sea legs as we fulfill our duties as new board members. Next meeting is October 27th at the new library.

11. Public Comment:

None

12. Board Comments:

Wonch thanked Hults for his work on the contracts and making them understandable. We couldn't have done it as well without you. Hults thanked Wonch for her help.

13. Adjournment

Meeting adjourned by order of the chair at 6:12 pm

Respectfully,

Julia Pollister Amos

**Elk Rapids District Library Board of Trustees
November 13, 2025, 5 pm
Elk Rapids Government Center, 315 Bridge Street, Elk Rapids MI 49629**

Approved December 11, 2025

1. Call to Order and Approval of Agenda: Hults called the meeting to order at 5:00 pm

Members Present: Julia Pollister Amos, Dick Hults, Dianne Richter, Nancy Wonch, Michael Stephens and Joe Fisher

Members absent: Liz Atkinson, and Camille Campbell

Also present: Pam Williams, Aaron Hill and one audience member.

Hults asked new Board member, Michael Stephens, to share his library experience. Stephens background in libraries is extensive and he will be a great addition to the board.

1. Agenda Approval:

Add: 6A Discussion of Quinn Evans under New Business.

MOTION: by Pollister Amos/Wonch to approve the agenda as amended to add 6A Discussion of Quinn Evans.

Motion carried.

2. Public Comment:

None

3. Consent Agenda

A. Minutes –October 9, 2025

B. Treasurer’s Report and Approval of Bills

MOTION: by Richter/Wonch to approve the consent agenda.

Roll Call Vote:

Pollister Amos: Yes

Richter: Yes

Hults: Yes

Stephens Yes

Wonch: Yes

Fisher: Yes

Motion carried with 2 absent.

4. Correspondence

Williams said we received correspondence from the Rotary Charities Grant awarding us \$41,500.00 for the capital campaign. It's the most ever given from Rotary. We got great remarks from the grant review team. Thank you to Nancy Taylor for help writing this grant.

5. Unfinished Business:

MOTION: by Hults/Pollister Amos to appoint Joe Fisher and Michael Stephens to the Building Committee

Motion carried.

6. New Business

A. Quinn Evans Contract: Future Phases Discussion.

Hults said the numbers look better than the last round. Williams said we'd like to add the community room, reading room and full site design to the project. It would be valuable to have plans for all three of the projects so we could pursue grants. Without ideas and plans, it's hard to get grant funding. If we could do all of it, it would speed the process to get funding for it. The board has to decide. If we don't get there, would the board be willing to use the fund balance to get to the goal. Hults said it should be a part of the bid package. Hults asked if it would be wise to wait until the end of the year to gauge end of year donation. Williams said she'd like to discuss with Quinn Evans. Hults suggested putting the community room on now. Otherwise you'll be rebidding the job a second time. Pollister Amos said she agrees with adding the community room now. Pollister Amos asked about the reading room. Williams said this could be separate construction.

MOTION: by Pollister Amos/Wonch to authorize Quinn Evans for the amount of \$26,400 to create site designs to finish the community room and to wait until January to see where we are before we go forward with requesting other designs for the other two rooms.

Roll Call:

Fisher: Yes

Pollister Amos: Yes

Richter: Yes

Wonch: Yes

Hults: Yes

Stephens: Yes

Motion carried with 2 absent.

7. Director's Report:

Stats: Aaron

Door Count:

3,588



ELK RAPIDS
DISTRICT LIBRARY

October 2025

Circulation Totals to date

October 2025: 4,075

October 2024: 3,865

FY 2025 YTD: 35,095

Printing	5535	CIRCULATION	Technology	85
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Books	2,259
E content	1,023
Mel Received	230
Mel Sent	99

Children's special collections	39
Library of Things	13
DVD's	212
Other	85

PROGRAMMING

Audience	# of programs	Attendance
Youth	13	427
Family/Teen	3	56
Adult	16	120
Outreach	1	2
Total	33	605

Highlight:

- Halloween Costume Exchange
- Added a Second Storytime day
- Way to Grow play group
- October youth programming was almost as strong as July

Williams:**Programming Updates:**

Thursday morning story times took off this month with outstanding attendance, highlighting the growing need for early literacy programming.

Beginning in January, weekly after-school programming will shift to *once a week from 3–5 p.m.*, featuring a rotating schedule of activities such as LEGO building, book-based fun, and STEM projects. As we prepare for programming in the new building, we're focusing on developing a consistent, inclusive schedule that welcomes a wide variety of ages.

Our second annual **Costume Exchange** was a success! Many costumes found new homes, and the remaining ones were donated to ACTS. Based on this positive response, we plan to host additional "swap" events in the future.

November Programming Highlights:

- Two days of Vaccination Clinics with Meijer Pharmacy
- Puzzle Wednesdays
- Chess Mondays
- Tumble Times: music and movement groups
- Destination Story Time at Mill Creek
- Books on Tap
- Island House Readers
- Foodie Book Club: Charcuterie Board Class
- Inventive Minds Lab: STEAM-based after-school fun
- Crafty Bookworms: *Wings of Fire*
- Drop-In Pokémon Club
- LEGO Club
- Story time Thursday and Friday
- Knitting Group
- Tech Help Drop-In
- Monthly Volunteer Meetings with Emme

Building

We have freshly washed carpets at the Island House. The summer brought in lots of dirt so we are happy to have freshness under our feet again. Emme organized volunteers to assist us in cleaning, organizing and decorating the library on a monthly basis.

Last month I presented a campaign update to the **Elk Rapids Garden Club**. There was great enthusiasm for the project and interest in potential future collaborations between the library and the Garden Club.

I also presented to the **Community Foundation Youth Advisory Committee** as part of our request for a *Library for Everybody* Campaign grant. We were one of 14 organizations presenting, and we expect to hear soon whether we've been selected for funding, up to a possible \$10,000.00.

We also received exciting news from **Rotary Charities** regarding our **Thriving Communities Grant**, which I shared earlier.

Professional Development & Operations:

Emily Spielbauer attended the **Michigan Library Association Annual Conference** in Lansing and returned with fresh ideas and inspiration for upcoming programming. She is organizing a staff meeting with different departments to present her insights and develop a timeline for implementation. Emily expressed gratitude for the opportunity, funded through a Library of Michigan Grant and our staff training budget.

Emily is now also overseeing **adult book collection ordering**. With the recent closure of our primary vendor, **Baker & Taylor**, we've been exploring new options. We participated in a webinar with **Amazon**, which is developing services tailored to library operations, including book preparation and purchasing. We're optimistic about transitioning to a new buying system that will meet our collection needs efficiently.

8. Standing Committee Reports

A. Personnel Committee – Pollister Amos, Atkinson, Campbell

In November we do the director evaluation. We did look at the questions and we added one thing. It will go to your emails tomorrow. I will follow up weekly. When you see it, please complete it in a timely fashion.

B. Financial Committee – Atkinson, Pollister Amos, Richter

No meeting.

9. Ad Hoc Committee Reports

A. Building Committee – Hults, Campbell,

There was a request from Quinn Evans to waive insurance for the landscape architect. They asked if we were okay to waive that. The construction manager said it's fine. They would have to buy insurance for the whole year at the higher rate. \$1 million coverage should be fine. This part of the project is for \$150K so the professional liability at 1 million is fine. Fisher asked how could a landscape architect be sued? Board members discussed. Wonch and Fisher believe this would be fine from attorney's perspective.

MOTION: by Fisher/Wonch to allow the landscape architect to maintain insurance liability with a cap of one million dollars.

Roll Call:

Richter: Yes

Wonch: Yes

Stephens: Yes

Fisher: Yes

Pollister Amos: No

Hults: Yes

Motion carried with 2 absent.

- B. Strategic Planning Committee – Wonch, Pollister Amos, Fisher
We are in the process of setting a meeting. Board members discussed the date. Williams said the week of Thanksgiving would work. Williams suggested Monday or Tuesday of next week.
- C. Campaign Steering Committee – Hults, Wonch, Pollister Amos

The *Library for Everybody* Campaign continues to gain momentum to get to the finish line! See the report passed out today.

Last month, our **Campaign Cabinet** met to review progress, share updates, and preview the **preliminary building designs**. We discussed next steps and prepared for the final stretch of the campaign.

With construction anticipated to begin in **late spring 2026**, we are already planning a **Ribbon Cutting Ceremony** to celebrate this long-awaited milestone.

Pledge reminder statements were mailed out this week to those with outstanding commitments, and we deeply appreciate everyone's continued support. We're proud to report that **two-thirds of the private funding is already in the bank**, reflecting the incredible generosity and belief our community has in this project.

With this positive progress, we are moving forward with plans for **Phase II development**, prioritizing the completion of the **Community Room** alongside the Phase I projects. We will continue to seek funding specifically for the community room and the other segments of phase II from donors who express interest.

10. Friends Report:

Friends of Elk Rapids Library Meeting October 27, 2025

Before the start of the meeting, retiring board members and newly appointed board celebrated Friends of the Library Week with a pizza supper.

Dake called the meeting to order at 5:30 p.m.

Treasurer's Report- Heuerman

- Tuscan Dinner proceeds= \$1650.00
- Fall, Flannel and Friends= \$1590.00

Book Cellar- Starr and Passon

-Proceeds for July- September = \$4330.75

Fundraising Proposals-Jorge

-Diamonds, Denim and Design- similar to Fall, Flannel to be held in midwinter at local establishment Plans for new library will be revealed at that time.

-Karin Wolfe has offered her home for a Mad Hatter Tea Party in late summer. Houghton, from Friends Board will work with Wolfe on the event. The event will be designed for children and adults.

-Lisa Cooley and Deanna Seifried have offered their neighboring homes for an author luncheon in mid August. Working with author Pam Withrow, first female warden for the state of Michigan to secure a date.

Membership-Lefebre

-81 renewals to date. 94 outstanding

Public Relations-

- Use of social media to promote events
- May add Instagram
- Flyers will be distributed to schools to promote Book Cellar for gift ideas.

Charlevoix FOL conference

-7 attended from Elk Rapids.

-Members found the conference helpful

New Business

-FOL voted to approve Sam Pine as System's Administrator with policy guidelines to be drafted for November meeting.

-Ebert will draft policy guidelines for social media for November meeting.

- FOL voted to apply for Google Workspace.
- Dake and Heuerman will draft letters for Giving Tuesday.
- Dake, Houghton, Ebert and Williams will attend Chamber dinner on November 7.
- Pine presented an extensive software status report with costs for FOL review.

Next meeting- November 27, 2025, at 5:00 p.m. in new library.

Respectfully submitted,
Paula Jorge
Vice Chair

11. Public Comment:

None

12. Board Comments:

Stephens said he enjoyed the meeting. Richter said she's very excited about the campaign success. Hults thanked Williams and Hill for all of their hours of work on this new library. Wonch seconded Hult's statement. Fisher agreed and thanked Hill and Williams.

13. Adjournment

Meeting adjourned by order of the chair at 5:51pm

Respectfully,

Julia Pollister Amos

LibBdMin11,13,25approved

**Elk Rapids District Library Board of Trustees
December 11, 2025, 3:00 pm
Elk Rapids Government Center, 315 Bridge Street, Elk Rapids MI 49629**

Approved 1.8.26

1. Call to Order and Approval of Agenda: Hults called the meeting to order at 3 pm

Members Present: Julia Pollister Amos, Dick Hults, Dianne Richter, Nancy Wonch, Michael Stephens, Liz Atkinson and Joe Fisher

Also present: Pam Williams, Aaron Hill and one audience member.

Members absent: None

Agenda Approval:

Move: 5C to 8A

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: November 11, 2025

B. Treasurer's Report and Approval of Bills

Minutes correction; Pg 1 Change: Add the following: Hults introduced Michael Stephens and was welcomed to the board. Stephens shares information about his library experience.

MOTION: by Atkinson/Richter to approve the consent agenda as updated

Roll Call

Wonch: Yes

Atkinson: Yes

Campbell: Yes

Richter: Yes

Pollister Amos: Yes

Stephens: Yes

Fisher: Yes

Hults: Yes
Motion carried.

4. Correspondence - none

5. Unfinished Business:

A. Quinn Evans Design Update

Alex Fritz (and staff) with Quinn Evans and Bobby Peplinski (and staff) with Cunningham Limp have been doing video work sessions with the building committee and staff. Now we are at 50% design development phase. We are showing options for each moments through the library such as the kitchen and the program room. We are gathering feedback and working through the designs for that. He presented slides showing design updates. We did get approval to start some of the areas on Phase 2 and we've been working in sessions to determine how each space is working. Board members discussed options. He also showed a materials palette. This isn't furniture, but this is the first layer of finish such as carpet and tile samples. Board members reviewed and discussed colors and what might be considered too much and how to make sure it's not overwhelming. Discussion regarding acoustic tiles. Fritz also discussed exterior materials and how they plan to source locally. Williams said she appreciated all of their hard work and they've presented something that is a true reflection of the Elk Rapids community.

Hults asked regarding the timeline and Fritz discussed the cost analysis work. Construction documents will be delivered April 20th. He will send over the updated schedule.

Fritz discussed landscape design. The landscape designers are putting together a design package regarding the native species and the wetlands and play space for children and the opportunity to partner with Norte.

B. Cunningham Limp: Bobby Peplinski and Blake Malliett provided an update on the timeline. When would this be awarded? Peplinski of CL said based on current schedule, we would like to leave one month to get competitive bids. That puts us into May to get the package to you to review and we will be ready to start. We would be looking at end of May for final GNP deliverable. Would there be a wait between award and production? We won't sign anyone who can't meet the schedule. We will be planning that the first onsite is ready to be on site mid-June. This leads into the discussion today regarding the MEP (mechanical/electrical/plumbing) aspects of the project or you do a design/build. We decided early on that this would be a design/build project. Malliet explained the bids they received, discussing the process and how the subcontractor understands the scope of work and the timeline. We got 14 subcontractor proposals. We will go into who we recommend and how much we commit to each subcontractor at this point. He presented slides showing the subcontractor proposals. Sheren Plumbing & Heating was the lead proposal that we would recommend for mechanical and plumbing. For electrical, he discussed the high and low bids with Windemuller being recommended. As an owner, you get to decide which contractor you would like to choose. We are making recommendations. All of these subcontractors that have bid are in Traverse City or in Elk Rapids. Wonch asked if there is room for negotiations. It's embedded into the design/build side of the project unless the scope of the project changes. Pollister Amos asked if CL had a preference and if they'd work with all of them? Yes. We've worked with all of them and we

recommend them. If we have a difficult relationship with a contractor, they aren't invited to bid. Pollister Amos asked regarding the add ons for Windemuller bid. Once we had a conversation with them, we realized there were some items they'd left out. That is why the adds are there. The decision of who we hire is up to you. Pollister Amos asked if we've gotten donations from any of the subcontractors. Williams said no. Pollister Amos asked if it's normal for a subcontractor to make a donation? It is very possible that someone could donate as part of the project or based on a lower fee. CL would never ask for bids based on donations. The library could do that if they chose to. Board members said they would not solicit donations from subcontractors. Regarding fire protection, there aren't a lot of subcontractors in this area. Total Fire Protection is the company that does most of the work for us here and in SE Michigan as well. This price falls in the range we typically see between \$5-\$6.50. There is a lot of information here. Ultimately the good news is we are able to present the budget at \$16K under the previous budget we submitted to Williams. \$860K in MEP. \$30K is for the design component.

MOTION: by Fisher/Wonch to approve \$30K for Cunninghame Limp for the design component. Discussion. Peplinski said we will sign this base construction contract. We will do a change order to that to incorporate this for the MEP. The last note is the \$30K assuming we use the low bidders. That will get us fully permitted drawings.

Roll Call:

Campell: Yes

Richter: Yes

Fisher: Yes

Hults: Yes

Atkinson: Yes

Wonch: Yes

Stephens: Yes

Pollister Amos: Yes

Motion carried

6. New Business

A. Safety of Children Policy: Hill said the board reviewed this policy about a year ago. The reason we need this is we need a backup for the staff. They need a policy in place. This will evolve as we move into the next building. This gives structure to hold children and parents accountable. Wonch discussed having a separate policy for how to deal with children appropriately. Williams said this is so we have tools to respond to behavior by kids and parents who drop their kids off. We may need to look at our employee handbook and how employees work with children as they currently always work with them in a public space. Hill said he would like people to be clear regarding the fact that we do not supervise the children. This policy as it's written, if we've got a kid who is there after school, who leaves the library we don't stop them. Pollister Amos asked regarding 10 and over, how do you have the parent's phone number? Williams said you talk to the children. We had an expectation sheet to make them understand that they would be asked to leave if they didn't behave. This hasn't been a problem here, but it was at Williams last library. Fisher asked if there is a 10 year old being disruptive and they are asked to leave, it's cold out and they run into an issue, what then? Hill

said what could we do if a child wanted to leave? We couldn't stop them. The point of the policy is it's the parent's responsibility. Pollister Amos said her concern, there needs to be a contact information provide for the parents. Up to age 10, they need to be with a parent. Hill said this could be written into the policy. Williams said it's difficult to enforce because we can't turn them away because it's a public building. Hill said we don't have a responsibility to supervise these children. It would make sense to have middle and high school to come unsupervised, but Lakeland children would need to be supervised. Hill discussed can we have a nine year old supervised by their 15 year old sibling. Fisher asked regarding caregiver and adult caregiver. Williams explained the difference. Wonch asked regarding other library policies. Williams said this is a compilation of other library policies. Please review and discuss this policy. Stephens said he will provide his written feedback and discussed some of his ideas.

7. Director Reports:

Stats: Assistant Director Hill

Door Count:
3,235 (est)



ELK RAPIDS
DISTRICT LIBRARY
November 2025

Circulation Totals to date
November 2025: 3,374
November 2024: 3,609
FY 2025 YTD: 38,469

Printing		CIRCULATION	Technology	64
----------	--	--------------------	------------	----

Books	1910	Children's special collections	25
E content	958	Library of Things	12
Mel Received	196	DVD's	161
Mel Sent	81	Other	48

PROGRAMMING

Audience	# of programs	Attendance	
Youth	11	350	Highlight: <ul style="list-style-type: none"> 29 Patrons stopped in for vaccine clinic We currently have a roster of 8 volunteers We continue to have strong turnouts to youth programs
Family/Teen	3	18	
Adult	12	94	
Outreach	3	31	
Total	29	493	



- **Checkouts and Renewals**

8,294

Checkouts

The Elk Rapids District Library had 8,294 physical checkouts in this quarter. Of these, 3,231 were children and young adult materials.

3,231

Children's

- **Digital Collections**

2,896

Digital Checkouts

Patrons of the Elk Rapids District Library checked out 2,896 items from a digital collection of 32,437 digital books, audiobooks, and magazines.

32,437

Digital Titles

- **Library Patrons**

4,125

Patrons

The Elk Rapids District Library currently serves 4,125 library patrons. In this quarter we welcomed 93 new patrons.

93

New Patrons

- **Collection Development**

21,343

In Collection

The Elk Rapids District Library maintains a collection of over 21,000 items. The public collection of the library has a value of \$493,012.

\$493k

Collection Value

- **Community Presence and Engagement**

10,141

Library Visitors

The Elk Rapids District Library welcomed 10,141 visitors to the building this quarter. We also engaged, entertained, and educated 1,776 program attendees at 93 different library programs.

1,776

Attendees at 93 Events

Director Williams report:

Programming Updates

Vaccine Clinic

We held two vaccine clinic sessions, filled all available appointments, and received

overwhelmingly positive feedback. Many participants requested that we repeat the clinic next year.

Antrim Writers

Thanks to funding secured by Helen Raica-Klotz through Crosshatch, the Antrim Writers program is fully funded for the year. This collaborative effort includes ERDL, Bellaire Library, Grass River Natural Area, and Crosshatch. We will host author visits in August and again in October/November. The Friends of the Library (FOL) have agreed to purchase 25 books to give away at two of the author events.

December Programming Highlights

- Tech Help on the Road: Senior Center (Emme and Aaron)
- Christmas Décor Exchange
- Puzzle Wednesdays
- Chess Mondays
- Tumble Times (music and movement groups)
- Destination Story Time at Elk Rapids Cinema
- Books on Tap @ The Dam Shop
- Island House Readers
- Foodie Book Club: Cookie Exchange
- After-School Gingerbread Houses
- Pokémon Club
- LEGO Club
- Story Time (Thursday and Friday)
- Knitting Group
- Tech Help Drop-In
- Monthly Volunteer Meetings with Emme
- Literacy Night at Lakeland (Emme and Aaron)

Building

We are methodically cleaning and organizing supplies in the basement. Our goal is to have everything in order before the move to ensure a smooth transition into the new building.

FOIA Update

The FOIA request from September has been officially abandoned and closed. There was no response to my follow-up.

Operations

We have initiated a new timesheet tracking system using the Homebase app. We are currently using the free version, which includes scheduling, time clocks, and basic reports. We hope this will streamline time tracking for payroll and earned leave, and provide useful data for making more informed scheduling decisions in the future.

I will be presenting the **2026–2027 budget** next month. I anticipate holding a Finance Committee meeting prior to the next board meeting on January 8.

I will begin the **State Aid Report** this month and will submit it by the end of January.

Professional Development

I am now in my fourth month of the LLL program. Topics covered so far include Leadership Styles, Adaptable Leadership, and Time Management. It has been a valuable experience, and I am grateful to have made the time to participate.

I am encouraging Kate to attend the **Spring Institute**, a two-day youth services conference held in March in Grand Rapids.

8. Standing Committee Reports

A. Personnel Committee – Pollister Amos, Atkinson, Campbell

Pollister Amos said they met and discussed the director evaluation and the potential staff increases and to discuss to Williams “one time” bonus. You’ve all seen the director evaluation. This conversation took about 13 minutes because there isn’t much to say when someone has such an outstanding evaluation. Several people mentioned that they hoped that Pam wouldn’t stretch herself too thin and delegate more. Pam has done this and she’s hired good people she can delegate to. She is also supporting her staff to get more training. Our recommendation is that we accept this evaluation and have no recommendations other than those previously discussed.

We recommend a cost of living increase of 2.8% across the board and to increase a couple staff members that are performing above and beyond. Williams does have a specific starting wage and top wage for these positions. We also talked about the amount to grant Williams for a “one time bonus. We discussed doing this over two years. The recommendation is we give her \$10K for two years because she’s gone way over and above her normal duties. She put in extra time providing fundraising information and continues to work overtime during the building process.

MOTION: by Pollister Amos/Richter to approve the director evaluation and approve the 2.8% COL increase and staff raises and to approve to pay \$10K each year for two years as a one time bonus for Williams for the extra hours she’s been working and is expected to work during the building process. Discussion. Fisher asked regarding those employees who are at the top of their wage scale and how to give them a raise. Williams discussed how this happened and what can be done to remedy. Nothing is needed currently.

Roll Call

Fisher: Yes

Campbell: Yes

Richter: Yes

Hults: Yes
Wonch: Yes
Atkinson: Yes
Stephens: Yes
Pollister Amos: Yes
Motion carried.

Williams thanked the board for their support.

B. Finance Committee – Pollister Amos, Richter
No meeting

9. Ad Hoc Committee Reports

- a. Building Committee – Hults, Campbell,
Hults discussed the demolition plan. We are planning to get the demolition done on the north wing of the building while things are frozen.
- b. Strategic Planning Committee – Wonch, Pollister Amos, Fisher
We did meet on Nov. 24, 2025. This will be submitted and will be (IS) included in the minutes below:

ELK RAPIDS DISTRICT LIBRARY Strategic Planning Committee Meeting

November 24, 2025

Present: Pam Williams, Aaron Hill, Julia Pollister Amos, Joe Fisher, Nancy Wonch
We are over halfway through our 23-28 strategic plan. The plan runs from July each year to July in the succeeding year. In this meeting we reviewed July, 2024 to July, 2025. The progress Pam, Aaron and the rest of the staff and volunteers on the goals for this year was extraordinary.

We evaluated three strategic areas:

Redefining Library Services:

Goal #1 is to reduce barriers to service and meet people where they are. Among the strategies identified for this goal, we made substantial progress on including more programming at the schools, outreach for seniors and other underserved populations, enhanced tech assistance and otherwise. This has entailed hiring an outreach coordinator, the Bike Book Mobile (supplied by the Friends of the Library) and expanding hours for tech assistance. We have made substantial progress on this goal.

Goal #2 is to redefine the idea of what the Library can provide for the community. We are in the process of recruiting tech interns, one already on staff; we have met the objective of supporting local needs for fiber/Wi-Fi/hotspots. We shifted job responsibilities to include a book procurement team. We are working on an arrangement with Amazon to replace our prior vendor. We are implementing a patron driven

collection by examining metrics and requests. And not only have we definitely tapped into experts to develop a dream library, but we have also raised the money to build it. Goal #2 is substantially met to the extent that full implementation depends upon the construction of the new library building. This goal is substantially met.

Connecting With the Community:

Goal #1 is to create opportunities to expand the Library's impact, value, and visibility in the community. Some strategies for this goal are space dependent, like reducing clutter and reorganizing space. We have, however, hired a social media director to increase our online presence, marketing, and connecting community resources to the website. As a direct result of the Capital Campaign for the new library, we have expanded our reach to the entire community to articulate the many services a library can provide as evidenced by the passage of the bond and meeting the private fundraising objective. This goal is met to the extent it can be absent the expanded services we can actually offer with a larger library.

Goal #2 is to develop and strengthen opportunities for community connection and growth. We want to develop programs that engage and enrich the lives of patrons and explore community interest for additional library services. In connection with the building campaign, we met with, surveyed, and connected with community groups to find out what our constituents want in a library. This led to the eventuality of the private and public funding of the new building. We have expanded after school programs, we invite experts to do talks at the library and are in the process of offering inclusive programming for teens. We still want to install a story walk and host a local author night. The new building will advance these last goals. This goal will always be a work in progress.

Fostering Collaboration:

Goal #1 is to bolster and grow relationships with existing partners. We are doing this with multiple entities. Schools, community organizations, stakeholders and supporters, and other libraries. We need to continue to nurture these partnerships. This effort is ongoing.

Goal #2 is to cultivate new partnerships throughout the community. To do this we are seeking out needed services to patrons from social service partners. We have added and will continue to add low vision products to the library collection; we will host pop-up programming across the community by adding to the senior program at the Catholic Church, invite collaboration with the Antrim County Commission on Aging, explore other organizations like those for Alzheimer's, Parkinson's, and other special needs populations. We are investigating senior living pop-up libraries using the book bike mobile. Clearly this goal will always be a work in progress but we have made substantial headway.

We are now at the point where we need to extend our strategic plan out for the future. This will take longer than a one-hour meeting and also more input from the community taking into consideration the new library and the possibility of the phase two community

room. We agreed to review the summary of successes and remaining goals as well as fashion a plan for generating the information and consensus we need for future years. We plan to meet in January to formulate that plan.

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

We are pleased to report continued strong momentum for the **Library for Everybody** campaign. To date, we have successfully raised **\$3.5 million in donations and pledges**—a remarkable achievement and a testament to the community’s belief in this project.

We are currently awaiting the final price estimate for the **community room**, which we hope to incorporate into the Phase I plan. Design work on the building has begun, and detailed pricing will follow. Once we have those numbers, we will begin pursuing **grant opportunities and private funding** specifically for the community room addition. This space will include a **full kitchen**, as well as **flexible options for remote work**, making it a valuable resource for the broader community.

Our campaign leadership team will reconvene in **January** for a strategy session focused on this next phase of fundraising and planning.

10. Friends Report (Provided in the packet)

Friends of the Elk Rapids District Library Report to Board of Trustees November 24,2025

Summary of meeting:

Treasurer’s Report-Heuerman

- Because revenue exceeded \$300 k due to the capital campaign, we will be required to do a financial review this year and probably next. Quotes are being sought.
- Taxes have been filed.
- QR Codes will be set up to support recording of individual events and sorting transactions.

Vice Chair’s Report-Jorge

Proposals for three fundraising activities

- Diamonds, Denim and Design- April 16 5:30-7:30 p.m.
A midwinter social event to roll out the design of the new library. Proposing \$30 per attendee. Ethanology will provide the venue, charcuterie boards and \$1.00 per drink to FOL.
- Mad Hatter Tea Party- July 7, 2026 at home of Karin Wolfe, 7519 Cairn Highway. Event tabled for more information and questions about insurance. The purpose is to generate community awareness for families with children.
- Author Luncheon- August 26 at the homes of Lisa Cooley and Deanna Seifried 734 Ames. Pamela Withrow, the first female warden in an all-male prison will review her books. No charge for the author. Catered lunch details will follow.

Book Cellar- Donations continue to arrive.

Membership-Lefebvre

- Twenty new members
- Personalized thank you notes for donations over \$100

New Business

- Work continues to use dedicated emails for FOL.
- Volunteer coordinator position is available.
- Board Position Descriptions-tabled due to time.
- URL Addition- purchase other domains for website/email.
- December meeting of FOL canceled.

Respectfully submitted,

Paula Morgan Jorge

Vice Chair FOL

11. Public Comment: None

12. Board Comments: None

13. Adjournment

Meeting adjourned by order of the chair at 5:07 pm

Respectfully,

Julia Pollister Amos

LibBdMin12.11.25approved

Elk Rapids District Library Board of Trustees
January 8, 2026, 5:00 pm
Elk Rapids Government Center, 315 Bridge Street, Elk Rapids MI 49629

DRAFT

DRAFT

1. Call to Order and Approval of Agenda: Hults called the meeting to order at 5:00 pm

Members Present: Julia Pollister Amos, Dick Hults, Dianne Richter, Nancy Wonch, Michael Stephens, Joe Fisher and Liz Atkinson

Members Absent: Camille Campbell

Also present: Director Pam Williams and Assistant Direction Aaron Hill

No one was in the audience.

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

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: December 11, 2025

B. Treasurer's Report and Approval of Bills

Corrections: Pollister Amos noted the following corrections to the minutes: page 1 spelling of Dianne and removal of the "consent" agenda" from agenda approval motion, and removal of "remove repeated sentence"; pages, 2, 3 and 4 grammatical changes from subcontractors to subcontractor, supervisors to supervisor, they to we and would to could; page 8 add Stephens and Fisher to the building committee members.

MOTION: by Pollister Amos/Atkinson to approve the consent agenda with the minutes as corrected

Roll call

Pollister Amos: Yes

Fisher: Yes

Wonch: Yes

Stephens: Yes

Atkinson: Yes

Richter: Yes

Hults: Yes

Motion carried.

4. Correspondence

Williams mentioned the passing of Randy Riley, with the Library of Michigan. Hults has correspondence from Cunningham Limp regarding inspection services and he will discuss during the building committee report.

5. Unfinished Business:

A. Safety of Children Policy/Patron Behavior Guidelines

Williams presented the revised version. She noted the difference between a Safety of Children Policy and Patron Behavior Guidelines. We just need a policy for children and how staff should speak to parents who want to leave a child under the age of 10. We added some positive language and Stevens helped with that. We would like to move forward with this. We've also included patron behavior guidelines from three different libraries. We'd like to develop a policy similar to these for ourselves. It would be wise to go to our attorney and request a specific policy that covers patron behavior. Leaning into the law on that one would be important. Discussion about including a shower in the new building. Atkinson asked if the library will be an emergency shelter? Yes.

MOTION: by Wonch/Pollister Amos to approve the Safety of Children Policy as presented.
Motion carried.

Regarding the Patron Behavior Guidelines, Hill suggested the benefits of each of the three policies presented in the packet for review. He believes the Library of Michigan policy is the best starting place. Hults asked Williams about contacting legal for this? Yes. If we get sued, it would be because of patron behavior. Williams suggests pushing this into next year's budget for the legal review. There are a lot of sticky things that have been happening with groups looking to stir up trouble, so we want to make sure we are following the law. Stephens talked about first amendment audits and it should be taken to the attorney so there is good solid policy to stand on. Wonch discussed possible granular changes. Will the bathrooms be gender specific? Yes. And we will have a family bathroom. Is there a policy on ICE? No. Williams said we wanted to you see the various policies so you can see how complex this is. This will be ongoing work we will be discussing.

6. New Business

A. Notary Guidelines: Hill said he's taken a class and is bonded to become an in-library notary. We won't do real estate and no wills and trusts, or deeds. It should be written down that who is acting as notary has discretion over what is notarized in the library. This is just FYI. We will start advertising this so the community knows we offer this.

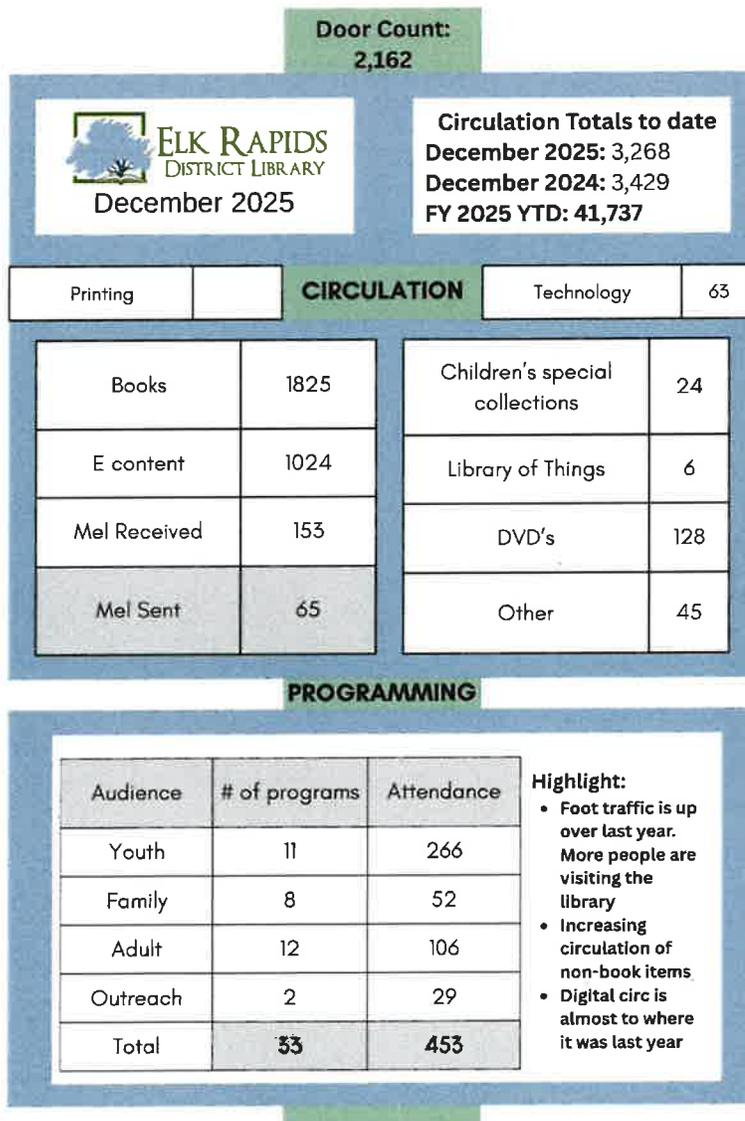
B. Budget Proposal: 2025-2026

Williams presented a detailed budget. She noted the items in yellow show things that have significantly changed. She went through the budget line items and explained the reasons for the various changes. Regarding income, it was discussed that this has dropped because we will be asking the tenant to leave so that we can start construction. We need to provide them with formal

notice and choose a date. Regarding expenses, note the cost of living wage increases and the bonus that was approved for Williams. She thanked the board for that bonus. Payroll was increased by about 3%. We have a drop in our legal fees. The fund balance is about \$30,500. That gives the public security that we can function in the larger building. Fisher asked about moving expenses? They are in the campaign budget. Williams also distributed the official short version budget that she will present to the public next month. Hults asked about the insurance on page 3. It doesn't cover the builder's risk. That is rolled into the cost of the campaign.

7. Director's Report:

Stats: Hill discussed digital circulation. He thanked Great Lakes Energy for the grant for tech help. We have a holiday edition tech time to help people get their new devices up and running.



Programming Updates

Our first **Christmas Décor Exchange** was a success! 36 people stopped in to drop off and pick up decorations. It was a fun event and has inspired us to do more swaps in the future.

Destination Story Time had over 40 people attend. We enjoyed a story, popcorn and a movie. Thank you to The Elk Rapids Cinema for being such great hosts!

Tech Help at the Senior Center. Aaron and Emme traveled to the Senior Center and met with the lunch crowd to do tech help. It was enthusiastically received and will be repeated in February.

Our first **Elk Rapids Reads** program came to an end in 2025 with the challenge of reading and recording 25 books. 30 finishers collected their patches and a form for the 2026 challenge, which will be reading 26 books in 2026. Anticipate a new patch every year.

January Programming Highlights

- Stress Management Classes (Day and Night)
- Tech Help Drop-In
- Special Tech Help: Holiday Gift Edition
- Monthly Volunteer Meetings with Emme
- Puzzle Wednesdays
- Chess Mondays
- Tumble Times (music and movement groups)
- Books on Tap @ Town Club
- Island House Readers
- After School Programs: Mug Cake Cooking, Pokémon Club, LEGO Club, Light Up Bookmarks
- Story Time (Thursday and Friday)
- Knitting Group

Building

A tree fell down at the Cairn Hwy property during the strong windstorm. It blocked one entrance to the parking lot, near the Little Free Food Library. I am grateful to my husband, Todd who cut the tree limbs and cleared the driveway

Because of that same storm, the library was closed on Monday, December 29th. I received an alert from our heating system that the Island House porch was not retaining its heat. Upon investigation, we found the corner window of the porch was not secure. We tried to lock it but had to call DPW who promptly came out and helped us secure the window shut. We are grateful for their help and encouraged that they are planning to replace some of the windows on the porch.

Operations

We are still trying to work with vendors to replace the hold left when our major book vendor, Baker and Taylor closed up. We are hopeful that Amazon will improve their systems so that their marc records are helpful in processing our books.

Next month we will hold a budget meeting at 5 pm during our regularly scheduled board meeting. We will start our board meeting immediately after

I completed and submitted the **State Aid Report** in December.

Williams said they have been meeting monthly with the staff and it's been very helpful.

Pollister Amos thanked Todd Williams, husband of Pam Williams, for all of the work he does for the library.

8. Standing Committee Reports

A. Personnel Committee – Pollister Amos, Atkinson, Campbell
Did not meet

B. Finance Committee – Pollister Amos, Richter
They met to review the budget.

9. Ad Hoc Committee Reports

A. Building Committee: Hults, Campbell, Fisher, Stephens

Did not meet, but they are working on the biweekly Zoom architectural review. Blake Malliete, the estimator for CL (Cunningham Limp) , sent an email regarding a quote from Otwell and Mawby PC for asbestos and lead testing. The quote is \$2100 and this falls within their fees. They will accept that. If they find any issues, we will have to deal with the process and procedures for remediation. Wonch asked about painting over the lead paint. Yes. Hults believes this qualifies as remediation for lead paint. Asbestos must be removed. The building permit for the demolition was received from Antrim County and Hults sent this to CL. There is a meeting tomorrow with CL at 11 am.

B. Strategic Planning Committee: Wonch, Pollister Amos, Fisher

They will work on setting the goals and objectives for the next five years and incorporating the two that have been partially accomplished. The meeting is set for Monday January 19th at 1 pm, at the Island House Library. Hill will send out a Zoom link.

C. Campaign Steering Committee: Hults, Wonch, Pollister Amos

To date we have raised \$3,611,412.19 toward the Library for Everybody. We are still accepting donations to add the community room to the project.

Our campaign leadership team will reconvene this month for a strategy session focused on this next phase of fundraising and planning. We are waiting for the

pricing for the community room and will be able to set our goals and strategies with that information. We anticipate pursuing additional grants and private funders for this next phase.

Wonch asked regarding the community room and if the basics, like windows and doors will be incorporated in the original construction. Hults said it will be framed out and separated. As far as finishes, lighting, technology that will come later. Systems such as heating and cooling and electrical will be included but finishing installation for items stubbed off will need to be completed.

10. Friends Report: None – (They did not have a December meeting)

11. Public Comment: None

12. Board Comments: Wonch will not attend in February. Fisher won't be at the February or March meetings.

13. Adjournment

Meeting adjourned by order of the chair at 6:08 pm

Respectfully,
Julia Pollister Amos, Secretary Elk Rapids District Library

LD 26-01
HAYDEN

MILTON TOWNSHIP
Application for Land Combination/Divisions
And Boundary Adjustments

NOTICE: No Land division/combination will be completed until all taxes billed are paid in full.

Application is hereby made for the following:

Metes and Bounds Parcels

- Combination
- Division into ____ parcels
- Boundary Adjustment

Platted Lots of Record

- Combination of entire lots
- Separation of entire lots
- Division/combination of portions of lots
- Boundary Adjustment

Merger Agreement (Approved by Township Board)

- Merger Agreement of Platted and Unplatted Land



Property Information

Tax Identification Number(s): 05-12- 231-005 00
 05-12- 710-003 00
 05-12- _____

RAPID CITY
MI 49676

Property Address: 11420 SW TORCH LK DR / 11391 ORCHARD DRIVE

Property Zoning Classification: _____ NEW ADDRESS? 11391

Is/Are the parcel(s) in a Special Assessment District? No Yes ORCHARD HILLS
 If so for? Road Sewer

The division of the parcel provides access as follows:

- Each new division has frontage on an existing public road? No Yes
- New Private Road Access? No Yes
- A Recorded Easement? No Yes

Note: 1) Milton Township has a Private Road Ordinance if three or more parcels access an easement it is considered a private road and it must comply with the ordinance prior to any land use permit being issued.
 2) A perk test is required for any parcel being created under one (1) Acre prior to any final approval under Section 560.109a of the Land Division Act.
 3) Antrim County Road Commission

Structures currently on the parcel(s)/lot(s): Vacant
 House
 Accessory Building
 Commercial/Industrial

Describe the nature of the request: COMBINE LOTS INTO 1 LOT
LIKE TO ADD 11420 TO 11381 ORCHARD DRIVE
11381 BEING THE SURVIVING ADDRESS

MILTON TOWNSHIP

Survey Information:

A sealed survey shall be submitted that complies with P.A. 132 of 1970 as amended for all land divisions/combinations and re-descriptions except for combinations involving platted lots of record.

Name Surveyor: EAGLE LAND SURVEYING Survey Company: NEIL WAY

Date of Survey: 11/8/21 Survey Number: 2021-214

Owner Information:

(Owner Must Sign, unless a letter of representation is supplied)

Applicant (If not the Owner)

Name: William Hayden

Name: _____

Name: HAYDEN UNLIMITED LLC

Name: _____

Address: 11825 SW TOUCH LK DR RAPID CITY

Address: _____

Phone Number: [REDACTED]

Phone Number: _____

Email: bill@haydenunlimited.com

Email: _____

AFFIDAVIT and permission for municipality, county, and state officials to enter the property for inspections:

I agree the statements made above are true, and if found not to be true this application and any approval will be void. Further, agree to comply with the conditions and regulation provided with this parent parcel division. Further, I agree to give permission for official of the municipality, county and the State of Michigan to enter the property where this parcel division is proposed for purposes of inspections. Finally, I understand this is only a parcel division which conveys only certain rights under the applicable local land division ordinance and the State Land Division Act (formerly the subdivision control act P.A. 288 of 1967, as amended (Particularly by P.A. 591 of 1996 and P.A. 87 of 1997), MCL 560.101 et seq.) and does not include any representation or conveyance of rights in any other statute, building code, zoning ordinance, deed restriction, or other property rights.

Finally, even if this division is approved, I understand local ordinance and state Acts change from time to time, and if changed, the divisions made here must comply with the new requirements (apply for division approval again) unless deeds representing the approved divisions are recorded with the Register of Deeds or the division is built upon before the changes to laws are made.

Owner Signature: [Signature] Date: 12/10/25

Owner Signature: _____ Date: _____

Fee (See Milton Township Fee Schedule): \$1,050⁰⁰ Amount 1895 Chk #/Cash

\$1,000 escrow

12,17.25

for file revision

\$50 App Fee



MILTON TOWNSHIP

All the following attachments **MUST** be included prior to any approval.

- A. A survey/parcel map that complies with the requirements of the Land Division Act, Sec 109 (1)(a): *Each resulting parcel has an adequate and accurate legal description and is included in a tentative parcel map showing area, parcel lines, public utility easements, accessibility, and other requirements of this section and section 108. The tentative parcel map shall be a scale drawing showing the approximate dimensions of the parcel;* Such as;

- current boundaries (as of March 31, 1997),
- all previous division made after March 31, 1997 (indicate when made or none),
- the proposed division(s),
- dimensions of the proposed divisions,
- existing and proposed road/easement right-of-way(s),
- easements for public utilities from each parcel to existing public utility facilities,
- any existing improvements (buildings, wells, septic system, driveways, etc.) and

- B. A copy of any reserved division rights (sec. 109 (4) of the act) in the parent parcel (form attached L-4260a)

- C. A Fee of ~~\$50.00~~ (See Milton Township's Fee Schedule *CK# 1895 R. 7.25*)

- D. Proof of payment of taxes and/or special assessments for current year if billed.

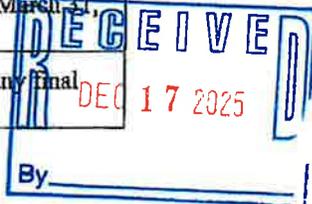
- E. All property taxes and special assessments due on the parcel or tract subject to the proposed division for the 5 years preceding the date of the application have been paid, as established by a certificate from the county treasurer (PA 23 of 2019)

Note: This is issued by the Antrim County Treasurer and there is a \$5.00 fee.

Antrim County Treasurer
203 E Cayuga Street
Bellaire MI 49615
Phone: 231-533-6720
Website: <http://www.antrimcounty.org/treasurer.asp>

- E. Proof of fee ownership of land.
- F. History and Specifications of any previous division of Parcel to be divided as of March 31, 1997.
- G. A perk test is required for any parcel being created under one (1) Acre prior to any final approval under Section 560.109a of the Land Division Act.

NW Michigan Environmental Health
Phone: 231-533-8670 Website:
<http://www.nwhealth.org/whichpermit.html>



- H. Antrim County Road Commission Does not require a Permit for Milton Township to approve a Land Division. Note Approval of Land Division is not stating you have complied with the Antrim County Road Commission standards. If you would like to apply for a driveway permit contact below:

Antrim County Road Commission
Phone: 231-587-8521 Website: <http://www.antrimcrc.org/>

- H. If your access is creating or causing an additional parcel to access US 31 Hwy you must have approval from MDOT. (560.190 (1) e)

Michigan Department of Transportation
Phone: 989-731-5090 Website: <https://www.michigan.gov/mdot>

Received
w/No
Request
12.17.25

MILTON TOWNSHIP

Date Received Complete Application: _____
Milton Township has _____ the Land Division for parcel
05-12-831 - 605 - 00 for the 2026 tax year.

⓪ 05-12-710 - 603 - 00

Please NOTE:

Milton Township and Antrim County do not do MID-Year splits therefore for the remainder of the 2027 tax year the parent parcel(s) will be billed.

Approval of a division is not a determination that the resulting parcels comply with other Township or County Ordinances or regulations not regulated under the Milton Township Land Division Ordinance.

The Township and its officers and employees shall not be liable for approving a land division if building permits for construction on the parcels are subsequently denied because of inadequate water supply, sewage disposal facilities, dunes, wetlands and/or otherwise.

The Township and its officers and employees shall not be liable for approving a land division if a permit is not issued by the Antrim County Road and/or Health Department.

All approvals for Land Division/Combination/Adjustment will be null and void unless the Survey is recorded in Antrim County Register of Deeds within 90 days of the Approval per Section VI (c) of the Milton Township Land Division Ordinance (No 100-1).

For Office Use Only

TREASURER, As of _____, 20____, Township Records show that all taxes, Special Assessments, Fees and/or penalties billed to date on the above referenced parcel (s) have been paid.

Treasurer Signature

ZONING, The proposed split/combination/adjustment meets all Township Zoning and Land Use Requirements.

Zoning Administrator Signature

Date

Approved - Conditions, if any: _____

Denied - Per Zoning Section: _____



ASSESSOR, The proposal is eligible for split, combination or re- description; all ownership records are in order; accurate survey and description have been provided

Assessor Signature

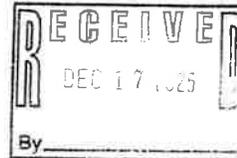
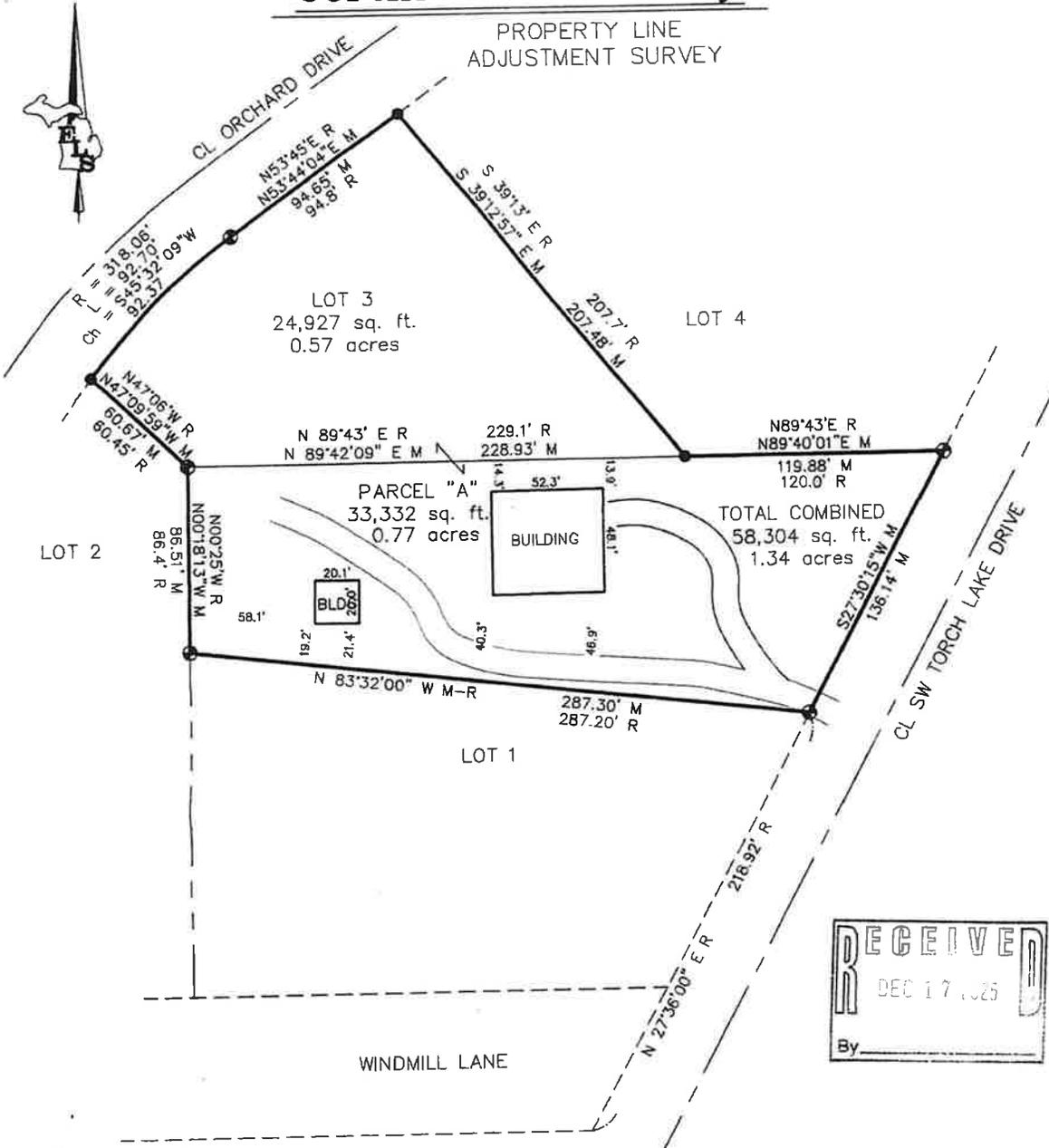
Date

Approved - Conditions, if any: _____

Denied - Land Division Ordinance Section, _____

Certificate of Survey

PROPERTY LINE
ADJUSTMENT SURVEY



(RAISED)
SEAL

PLAT OF
SUNRISE TERRACE

I, NEIL L. WAY, a Licensed Professional Surveyor in the State of Michigan, do hereby certify that I have surveyed and mapped the hereon described parcel(s) of land; that the ratio of closure of the unadjusted field observations is within the accepted limits; and that I have fully complied with the requirements of P.A. 132 of 1970, as amended. All corners shown have a Relative Positional Precision of 0.07' + 50 ppm, unless noted otherwise.

Ratio of Closure: 1/10,000
Basis of Bearing: Plat of Orchard Hills

NEIL L. WAY
Licensed Surveyor Number: 4001028432

(COPY ON FILE)
Neil L. Way

<p>EAGLE LAND SURVEYING, Inc.</p> <p>7164 EAGLE'S WAY LANE KEWADIN, MI 49648</p>	<p>(231) 264-9110 FAX: 264-9311 eaglelandsurvey@aol.com</p>	For:	BILL HAYDEN
			Part of Section 31, T29N, R8W, Milton Township, Antrim County, Michigan.
		Date: Nov. 8, 2021	File No.: 2021-214
		FB/PG: N.A.	Drafted By: NLW
			Sheet 1 of 2

Certificate of Survey

PROPERTY LINE ADJUSTMENT SURVEY

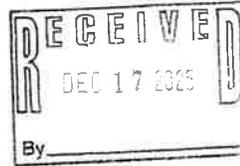
DESCRIPTION LOT 3 & PARCEL "A" COMBINED;

A parcel of land situated in Milton Township, Antrim County, Michigan, and more fully described as follows:

Lot 3 of the Plat of "ORCHARD HILLS" as recorded in the Plat records of Antrim County, and that part of Government Lot 2 of Section 31, Town 29 North, Range 8 West, now combined and described as:

Commencing at the Southeast corner of said Plat of Orchard Hills (said point also being the Northeast corner of the Plat of "SUNRISE TERRACE"); thence North 27°36'00" East along the Westerly right-of-way of Southwest Torch Lake Drive 218.92 feet to the Northeast corner of Lot 1 of said Plat of Orchard Hills for the point of beginning; thence North 83°32'00" West along the Northerly line of said Lot 1 of said plat 287.30 feet to the Northwest corner of said Lot 1 of said Plat; thence North 00°18'13" West along the Easterly line of Lot 2 of said Plat of Orchard Hills 86.51 feet to the Southwesterly corner of Lot 3 of said plat of Orchard Hills; thence North 47°09'59" West along the Southwesterly line of said Lot 3 of said Plat 60.67 feet to the Northwest corner of said Lot 3 and a point on the right-of-way of Orchard Drive; thence 92.70 feet along said right-of-way on the arc of a 318.06 feet radius curve to the right whose long chord bears North 45°32'09" East 92.37 feet; thence North 53°44'04" East along said right-of-way 94.65 feet to the Northeast corner of said Lot 3; thence South 39°12'57" East along the Easterly line of said Lot 3 of said Plat 207.48 feet to the Southeast corner of said Lot 3; thence North 89°40'01" East along the Southerly line of Lot 4 of said Plat of Orchard Hills 119.88 feet to the Southeast corner of said Lot 4 and a point on the Northwesterly right-of-way of Southwest Torch Lake Drive; thence South 27°30'15" West along said right-of-way 136.14 feet to the point of beginning; and containing a Total of 1.34 acres of land.

Subject to easements, right-of-ways, reservations and restrictions of record.



I, NEIL L. WAY, a Licensed Professional Surveyor in the State of Michigan, do hereby certify that I have surveyed and mapped the hereon described parcel(s) of land; that the ratio of closure of the unadjusted field observations is within the accepted limits; and that I have fully complied with the requirements of P.A. 132 of 1970, as amended. All corners shown have a Relative Positional Precision of 0.07' + 50 ppm, unless noted otherwise.

Ratio of Closure: 1/10,000
Basis of Bearing: Plat of Orchard Hills


NEIL L. WAY
Licensed Surveyor Number: 4001028432

 <p style="text-align: right;">(231) 264-9110 FAX: 264-9311 eaglelandsurvey@aol.com</p> <p style="text-align: center;">7164 EAGLE'S WAY LANE KEWADIN, MI 49648</p>	For: BILL HAYDEN	
	Part of Section 31, T29N, R8W, Milton Township, Antrim County, Michigan.	
	Date: Nov. 8, 2021	File No.: 2021-214
FB/PG: N.A.	Drafted By: NLW	Sheet 2 of 2

LD 2026-01

05-12-251-005-00 + 05-12-710-003-00



METES & PLATTED COMBINATION - HINDEN

Parcel #: 05-12-710-003-00

Flag: LD22-02 CANCELLED

Lot 3 - Platted

Owner: HAYDEN UNLIMITED LLC

Address: 11391 ORCHARD DR

Property Zip: 49676

1. General 2. Owner Info (*) 3. Tax Info. 4. PRE: 0 5. Misc. 6. Linked App Info ZAttach [2] g.Sketches [0]

Rec. Status: Active

Tax. Status: TAXABLE

Prev. Tax. Status: TAXABLE

Cur. Class: 402 RESIDENTIAL-VACANT

Prev. Class: 402 RESIDENTIAL-VACANT

School: 05060 ELK RAPIDS SCHOOLS

ECF Neigh: 4013 4013 SUBDIVISION S

: 710

Zoning: R-1

Use Code: <none>

Note:

2 Sales (3/1/2013, 25,000)...

1 Permit (7/8/2013, ZONING)...

Comments

Legal/Tax Description...

User Fields

USER NUMBER

USER ALPHA 1:

USER ALPHA 2:

USER ALPHA 3:

Double-click or hit the [ENTER] key to view Y6

Year	
2026	C
2025	C
2024	C
2023	C
2022	C
2021	C
2020	S
2019	S
2018	S
2017	S
2016	S
2015	S
2014	U

Land and Improvements

	# of
Land (4601)...	0.578
Land Improvements...	
Residential Buildings...	0
Agricultural Buildings...	0
Commercial/Ind. Buildings...	0
Personal Property...	0

Legal/Tax Description

Copy To Clipboard

Hit [Enter] to edit existing text or start typing to replace existing text.

LOT 3 ORCHARD HILLS SUBDIVISION

Platted

Change Text Size [CTRL +/-]...

Close

Parcel # 05-12-231-005-00

Owner: HAYDEN UNLIMITED LLC

Flag: LD22-02 CANCELLED
Address: 11420 S WEST TORCH LAKE DR

Property Zip: 49676

Parcel "A" - 1/4 Acre ± Boundaries

1. General 2. Owner Info (*) 3. Tax Info. 4. PRE: 0 5. Misc. 6. Linked App Info 7. Attach [0] 8. Sketches [1]

Rec. Status: Active
Tax. Status: TAXABLE
Prev. Tax Status: TAXABLE

Cur. Class: 401 RESIDENTIAL-IMPROVED
Prev. Class: 401 RESIDENTIAL-IMPROVED

School: 05060 ELK RAPIDS SCHOOLS
ECF Neigh: 4013 4013 SUBDIVISION S

Zoning: R-1
Use Code: <none>

Notes: 1 Sale (9/16/2005, 143,500)...
2 Permits (1/13/2022, Building)...

Comments: Double-click or hit the [ENTER] key to view Year

Legal/Tax Description...

Year: 2026 C, 2025 C, 2024 C, 2023 C, 2022 C, 2021 C, 2020 C, 2019 C, 2018 C

UserFields: USER NUMBER 0, USER ALPHA 1: 2021 C, USER ALPHA 2: 2020 C, USER ALPHA 3: 2019 C

Land and Improvements

Land and Improvements	# of
Land (4002)...	0.887
Land Improvements...	
Residential Buildings...	1
Agricultural Buildings...	0
Commercial/Ind. Buildings...	0
Personal Property ...	0

Legal/Tax Description

Copy To Clipboard

Notes

Hit [Enter] to edit existing text or start typing to replace existing text.

COM AT NE COR OF PLAT OF SURPRISE TERRACE, TH N 27 DEG 36' E 235 FT FOR POB, TH N 83 DEG 30' W 295 FT, N 0 DEG 23' 71 FT, N 89 DEG 37' E 349 25 FT, S 27 DEG 36' W TO BEG. SEC 31 T29N R8W

X

flock safety

Budgetary Quote

This document is for informational purposes only. Pricing is subject to change.

Bill To: Po Box 568 Bellaire, Michigan 49615

Ship To: Po Box 568 Bellaire, Michigan 49615

Billing Company Name: MI - Antrim County SO

Billing Contact Name:

Billing Email Address:

Billing Phone:

Subscription Term: 12 Months

Payment Terms: Net 30

Retention Period: 30 Days

Billing Frequency: Annual Plan - First Year Invoiced at Signing.

Hardware and Software Products

Annual recurring amounts over subscription term

Item	Cost	Quantity	Total
Flock Safety Platform			\$3,000.00
Flock Safety LPR Products			
Flock Safety LPR, fka Falcon	Included	1	Included

Professional Services and One Time Purchases

Item	Cost	Quantity	Total
One Time Fees			
Flock Safety Professional Services			
Professional Services - MASH Tested Pole Implementation Fee - Non-Coastal Region	\$0.00	1	\$0.00

Subtotal Year 1:	\$3,000.00
Annual Recurring Subtotal:	\$3,000.00
Discounts:	\$1,250.00
Estimated Tax:	\$0.00
Contract Total:	\$3,000.00

Taxes shown above are provided as an estimate. Actual taxes are the responsibility of the Customer. This is not an invoice – this document is a non-binding proposal for informational purposes only. Pricing is subject to change.

Billing Schedule	Amount (USD)
Year 1	
At Contract Signing	\$3,000.00
Annual Recurring after Year 1	\$3,000.00
Contract Total	\$3,000.00

*Tax not included

Discounts Applied	Amount (USD)
Flock Safety Platform	\$0.00
Flock Safety Add-ons	\$0.00
Flock Safety Professional Services	\$1,250.00

Product and Services Description

FlockOS Features	Description
Flock Safety LPR, fka Falcon	Law enforcement grade infrastructure-free (solar power + LTE) license plate recognition camera with Vehicle Fingerprint™ technology (proprietary machine learning software) and real-time alerts for unlimited users.
Professional Services - MASH Tested Pole Implementation Fee - Non-Coastal Region	MASH tested pole that meets DOT crashworthiness requirements. Includes materials, installation, and maintenance.

FlockOS Features & Description

FlockOS Features	Description
------------------	-------------

Milton Township
Antrim County
Zoning Amendment #2025-05

AN ORDINANCE TO AMEND THE TOWNSHIP ZONING MAP, IN ACCORDANCE WITH THE PROVISIONS OF THE MICHIGAN ZONING ENABLING ACT, ACT 110 OF THE PUBLIC ACTS OF 2006, AS AMENDED [MCL 125.3101 ET SEQ.].

MILTON TOWNSHIP HEREBY ORDAINS:

Section 1: Amendment.

Amend Zoning Map:

Rezone Parcel Number 05-12-101-020-020, located at 12164 Miller Road, Rapid City, MI 49676 from Agricultural (A) to Agricultural Residential (A-R).

Section 2: Severability.

If any sections, clause, or provision of this Ordinance is declared unconstitutional or otherwise invalid by a court of competent jurisdiction, said declaration shall not affect the remainder of the Ordinance. The Township Board hereby declares that it would have passed this Ordinance and each part, section, subsection, phrase, sentence and clause irrespective of the fact that any one or more parts, sections, subsections, phrases, sentences or clauses be declared invalid.

Section 3: Effective Date.

This Ordinance shall become effective eight (8) days after publication.

TOWNSHIP OF MILTON:

Chris Weinzapfel, Supervisor

Date

Janet Beebe, Clerk

Date

Public Hearing Date:

Published Date:

Effective Date:

Date: 11.25.2025
From: Jenn Cram, AICP
To: Milton Township Planning Commission
Project: Rezoning 05-12-101-020-020, 12164 Miller Road, Rapid City, MI 49676
from A to AR

i
initiative

I. Overview

Rezoning Request:

The applicant has submitted a rezoning request to rezone a 37.71-acre parcel from Agricultural (A) to Agricultural Residential (A-R) in hopes of developing future single family residential homes.

Subject Property Location:

- o **Aerial Image of Property Location:**



- o **Address:** 12164 Miller Road, Rapid City, MI 49676
- o **Parcel ID Number:** 05-12-101-020-00

Beckett & Raeder, Inc
535 West 11th Street
Suite 101
Ann Arbor, MI 48103

734.653.2622 or
734.653.6753 fax

www.br-a.com

Petoskey Office
113 Holland Street
Petoskey, MI 49770

231.347.2523 or
231.347.3524 fax

Traverse City Office
146 East Front Street
Suite 207
Traverse City, MI 49684

231.950.8400 or
231.944.1709 fax

Grand Rapids Office
5211 Cascade Road SE
Suite 300
Grand Rapids, MI 49548

616.585.1295 or



- o **Legal description:** COM AT THE SE COR OF SEC 1; TH S 89 DEG W 418.03 FT ALG S SEC LINE TO THE C/L OF MILLER RD & THE POB; TH CONT S 89 DEG W 901.44 FT; TH N 00 DEG W 1316.62 FT ALG E 1/8 LINE; TH N 89 DEG E 896.12 FT ALG S 1/8 LINE; TH 232.18 FT ALG THE C/L OF CHERRY AVE & A CURVE TO LEFT; CHORD BEARS S 59 DEG E 231.82 FT; TH 233.37 FT ALG A CURVE TO LEFT; RAD=350 FT; CHORD BEARS S 83 DEG E 229.07 FT; TH S 00 DEG E 618.66 FT; TH 510.68 FT ALG THE C/L OF MILLER RD & A CURVE TO RIGHT; RAD=650 FT; CHORD BEARS S 22 DEG W 497.64 FT; TH 252.94 FT ALG A CURVE TO RIGHT; RAD=325 FT; CHORD BEARS S 67 DEG W 246.60 FT TO THE POB; BEING PART OF THE SE 1/4 OF THE SE 1/4 SEC 1 T28N R9W 37.71 A M/L

Property Owners: Daniel J. and Kellie Wells

II. Application

The application is included in the packet after this memo.

III. Standards for Approval (Zoning Map Amendment)

The Milton Township Zoning Ordinance does not contain specific standards for rezonings. The Township must follow the same process for a Zoning Ordinance Amendment per the Michigan Zoning Enabling Act (MZEA). As such, the planning commission must conduct a public hearing and consider public comments prior to making a recommendation to the board.

In general, the planning commission and board should consider the following when reviewing and approving or denying a rezoning request:

- Is the requested rezoning consistent with the master plan and the future land use map?
- Will the rezoning request allow land uses that are harmonious or compatible with existing land uses (considering all the allowed uses within the requested zoning district)?
- Will the rezoning create non-conforming uses with the zoning ordinance?
- Will the rezoning bring non-conforming uses into compliance with the zoning ordinance?
- Will the rezoning request increase allowed density?

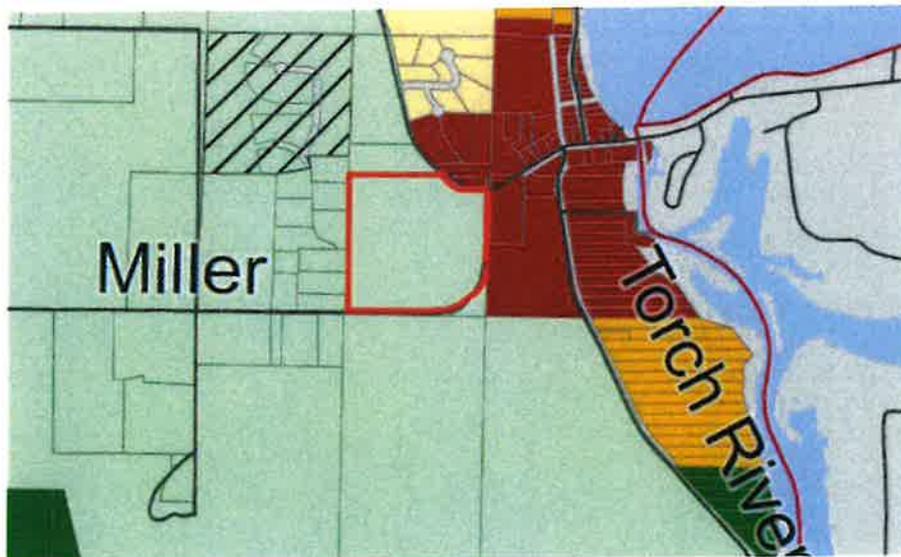
Existing Zoning of Subject Property:

- The subject parcel is zoned Agricultural (A)

Existing Zoning of Surrounding Properties:

- North: Agricultural (A) and Village (V)
- South: Agricultural (A)
- East: Village (V)
- West: Agricultural (A)

i
initiative



Screenshot of existing zoning map with subject property

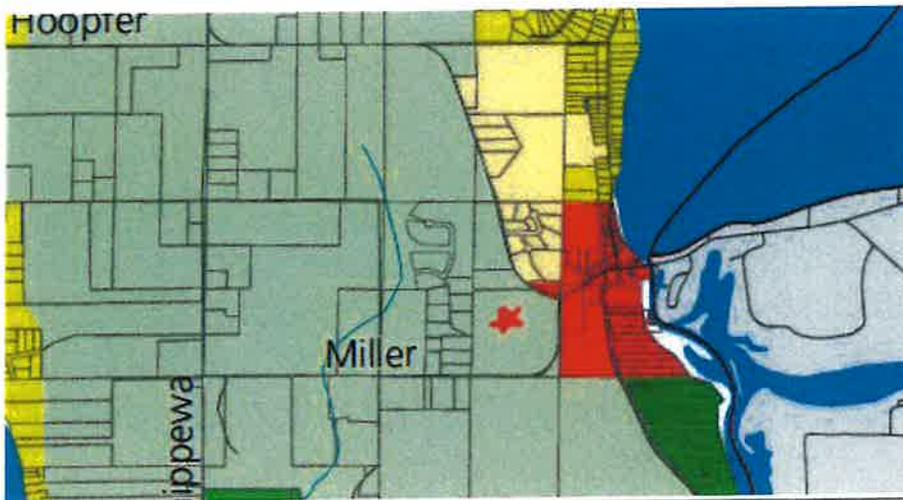
Master Plan and Future Land Use Map:

Goals within the 2025 Master Plan Include:

- Preserve agricultural lands in the Township
- Preserve the Township's natural features, water quality, and shoreline.
- Preserve the traditional rural residential neighborhoods while regulating housing typologies in select areas of the Township to diversify the housing stock and address affordability concerns.
- Improve the existing transportation infrastructure and expand non-motorized transportation opportunities.
- Protect and expand the agricultural economy and continue to support local businesses in the commercial areas of the Township.

i
initiative

The master plan further identifies that maintaining the large lot size in the Agricultural zones as a high priority along with directing development away from areas that are not subdivided that do not have access to paved county roads.



The future land use map shows the subject property in light green for Agricultural.

Milton Township
Planning Commission
Approved Meeting Minutes
December 3, 2025

ZOA 2025-05
SUF 2025-05
Rezone
see pg 3

Members present: Vice Chairman Ford, Renis, Peters, Warner, Merillat.

Also present: Kopriva and four audience members.

Members absent: Hefferan, excused; Standerfer, excused.

Ford called the meeting to order at 7:00pm.

Public Comment:

Tony Martina requested answers to his two questions from last month which were how is it decided when a special use application is complete and ready for a public hearing, and why the zoning office states that the 5 acres applies to the size of the development and not the size of the lot. At some point he would like public answers to those questions. Renis suggested it be put on the agenda for next month. Kopriva replied that the reason it was scheduled for a public hearing was because the application was substantially complete. The planning commission determined that five acres was required for the whole parcel not just the development. Martina clarified that he wants to know what the standard is for an application going to a public hearing to avoid wasting everyone's time. He does not believe the application was close to complete. Kopriva respectfully disagreed and found the hearing constructive and beneficial. The ordinance, as written, requires a meeting. There is no opportunity to have an introductory meeting for discussion.

Approval of Agenda:

Motion by Renis to approve the agenda. Seconded by Warner. **Motion carried.**

Approval of Minutes dated November 5, 2025:

Motion by Renis to approve the minutes dated November 5, 2025 as presented. Seconded by Warner. **Motion carried.**

Correspondence: None.

Old Business:

ZOA 2025-06 Vacation Rentals: Kopriva reviewed the changes. The revisions are to make the zoning ordinance consistent with the Vacation Rental ordinance. Ford asked about some of the revisions. Kopriva said 117.317D covers a possible loophole in the current ordinance and 117.212 adds the definition for Vacation Rental identical to the Vacation Rental ordinance. Ford asked about 117.317B signs.

Motion by Renis to schedule a public hearing for ZO-2025-06. Seconded by Warner. **Motion carried.**

New Business:

a) Public Hearing: ZOA 2025-05 Wells Rezoning from A to AR:

A zoning request to rezone parcel 05-12-101-020-00, 37.71 acres, from A to AR.

Ford discussed the public hearing procedures. No conflicts of interest declared. It was advertised in the Elk Rapids News November 13, 2025 and notices were sent November 10, 2025. Dan Wells gave a presentation. The purpose is so they have future uses more compatible with the AR zone. The parcel is not farmed and is not compatible with the definition of the A zone. The property is a better fit with the AR definition. The master plan indicates the current use is residential, but the future land use map indicates A. The current zone is not the way this land is going to be used in the future. The permitted uses are almost the same. The change would allow for homes for family. No intentions to do anything in the near future. Kelly Wells indicated they are not sure of the details of any future plans and they are not requesting any special use at this time. Any residential development would have to separately come before the planning commission. They want to preserve as much of the natural features as possible. Dan indicated it is not in conflict with the surrounding properties.

Questions for information from the public: None.

Kopriva stated that the staff report should have included the rezoning standards outlined in 117.2501. She reminded the commission that the rezoning runs with the property not the owner. The future land use map has that parcel as A so the commission will need to discuss that and decide if other parts of the master plan support a rezone. The minimum lot size would change from 2 acres to 1 acre. The number of standard land division splits allowed would not change.

Ford asked what kind of precedence does this set? Kopriva said it would depend on the reasons the commission cites for the rezone. Ford and Kopriva reviewed the differences between the uses in both zones.

Warner discussed land splits. The parcel in question has 6 splits available.

Renis discussed the differences between the uses in each zone.

Ford asked about the property to the west. 2 acres except one parcel. To the north is AR zone in both the ordinance and the future land use map.

Written Correspondence in support: None.

Written correspondence against: None.

Those speaking in support: None.

Those speaking against: None.

Renis asked about how much of the property is on a hill. Flat on the top to the west. About half. Ford discussed the change from 2 acre to 1 acre parcel size.

Warner said the location is near the village and a good location for allowing houses.

Merillat asked what could be done in AR and cannot be done in A and asked for clarification for the reasoning for the request except for the increased density. Wells answered probably a subdivision. Merillat said subdivisions are not allowed in the A zone only a PRD. Merillat asked how many acres are currently zoned AR to the north. Estimated 80+. So this would increase the AR zone by 1/3 near the village of Torch River.

Renis said it would not change the character of agriculture in the area. He discussed the uses on the surrounding properties. He does not believe it is inconsistent with future land uses.

Peters indicated that AR surrounds the village of Kewadin. It would be a natural progression for the village of Torch River.

Merillat asked what the maximum buildout on the property would be with a bonus for high density. Probably in the high 30's and they could be duplexes. It is much more than the A zone. Subdivisions are not allowed on any parcel greater than 5 acres, so standard land division is the only option on Ag parcels greater than 5 acres.

Ford closed the public hearing and began deliberations.

Kopriva said the biggest issue would be to justify going against the future land use map. If the master plan does not reflect a change in zoning, then the master plan should be updated, but if there is enough justification in the current plan then it would not be necessary.

Warner reasoned that the property will not be farmed, it is close to the village, it is a good location for housing, the township needs more housing and it is in an area that is residential.

Renis said it is difficult to predict the future in the future land use map. This is consistent with the surrounding properties and the existing uses.

Peters said the village of Kewadin is surrounded by AR and this seems like a natural progression for development. It will not be farmed.

Kopriva said the commission should justify their reasoning so that when the township board review this they will be able to see why the decision was made.

Merillat said the master plan should be amended before any rezone. A 37 acre parcel seems to be a very large parcel to rezone to AR.

Kopriva said the ordinance does not allow for conditional zoning.

Discussion revolved around the number of lots allowed under a site condominium and PRD vs standard land division. PRDs allow for a bonus density for leaving open space. PRDs are no longer allowed in A on greater than 5 acres.

Renis read from page 28 of the master plan under Low-Density Rural Residential... "to accomplish the community's vision to preserve 'rural characteristics' and to protect existing natural features, residential development should be allowed but not encouraged. The densities in this land use should remain lower than in areas of the Township with greater road and public utility accessibility. These areas should permit a narrow range of single-family residential uses on large lots." AR would not be inconsistent with the surrounding uses. This would give people an opportunity to purchase a 1 acre lot instead of 2 acres.

Merillat said without the recent change in the PRD rules they would have been able to provide housing on small lots in the existing A zone, but it would have been half what is allowed in the AR zone. This is too high an allowable density for this parcel. The township has plenty of AR zone available. There is no need for more. This is 1/3 more in that area. They currently have the opportunity to do a 5 arce PRD for increased density.

Warner said this is close enough to the village that allowing 1 acres lots is appropriate and this is a proper location for future growth.

The commission reviewed 117.25C:

1. Whether the proposed change is in accordance with the Township's Master Plan.
Four commissioners said No, one undecided.

2. Whether the proposed change is a reasonable alternative to the Master Plan because it will promote land use policies of the Master Plan and will not conflict with present policies.
Five commissioners said Yes.

3. Although representing a change in the Master Plan for Future Land Use, whether the proposed district:
 - a . would be compatible with existing or future uses in the area.
Five commissioners said Yes.

 - b . would not have a negative impact on the policies of the Master Plan.
Three commissioners said Yes, one said No, one undecided.

 - c. would further the objectives, goals or policies of the Master Plan.
Four commissioners said Yes, one No.

 - d. would preserve an existing, unique natural area.
Was determined to be non-applicable because there are no unique natural areas on the property.

Discussion around the rezone being a reasonable alternative to the future land use map.

Motion by Warner to recommend to approve the rezoning of 05-12-101-020-00 by the criteria of section 117.2501 in its rezoning from A to AR. Seconded by Renis.

Motion withdrawn by Warner. Agreed by Renis.

Motion by Warner to recommend the approval of the rezoning of 05-12-101-020-00 from A to AR based on the criteria in 117.2501. Seconded by Renis.

Roll Call:

Warner: Yes, because of the location and it is not active farmland.

Merillat: No, it is not supported by the master plan and the density is too high.

Renis: Yes, it is a reasonable alternative to the master plan. It promotes the growth policies of the master plan.

Peters: Yes, it is a reasonable alternative to the master plan. It will be compatible with existing and future uses in the area.

Ford: No, It is not supported by the master plan and I am concerned with the increased density.

Motion carried; 3 Yes – 2 No.

b) Planning Commission 2026 Meeting Schedule:

It is proposed the Planning Commission meet on the first Wednesday of each month at 7:00pm for the calendar year 2026. Jan 7 | Feb 4 | Mar 4 | Apr 1 | May 6 | Jun 3 | Jul 1 | Aug 5 | Sep 2 | Oct 7 | Nov 4 | Dec 2.

Motion by Ford to adopt the 2026 regular meeting schedule on the first Wednesday of each month at 7:00pm. Seconded by Merillat. **Motion Carried**

Reports:

ZA Report:

Kopriva provided a report for members to review. There is a moratorium on vacation rental licenses. We may need to look at the definition of Migrant Worker' Facility 117.213. It will be put on the agenda for next month.

Township Board Report:

Renis said there does not seem to be enough time to evaluate a special land use request. He felt blindsided by the recent Dowker special use public hearing. Kopriva said we can amend 1171601,C. This will be added to the agenda. Peters asked if there should be cutoff for written correspondence. The bylaws may need to be amended to state no written correspondence will be considered after the close of the public hearing. Kopriva will come up with language for next month's annual review of the bylaws. Renis said the board revised the Vacation Rental ordinance, and the revised shoreline protection strip is now effective. Fence ordinance was turned down. The township is looking to hire a code enforcement officer to enforce the Vacation Rental ordinance.

ZBA Report:

The ZBA did not meet.

Planning Commission Updates: None.

Duane Meyer inquired if the public hearing on the ordinance amendments for Vacation Rentals would delay the enactment or endorsement of the ordinance. Kopriva said this will not delay implementation.

Future Meeting Considerations:

Next meeting is January 7, 2025.

Public hearing on zoning ordinance amendment re: Vacation Rentals 117.317 and 117.222.
Migrant Worker' Facility 117.213 discussion.
Bylaw amendment on special use procedures.
Review bylaws.
Election of officers.

Ford adjourned the meeting at 9:00pm.

Respectfully submitted,

A handwritten signature in cursive script that reads "Joseph Merrillat". The signature is written in black ink and is positioned above the printed name.

Joseph Merrillat

Milton Township
Antrim County
Zoning Amendment #2025-02

AN ORDINANCE TO AMEND THE TOWNSHIP ZONING ORDINANCE, IN ACCORDANCE WITH THE PROVISIONS OF THE MICHIGAN ZONING ENABLING ACT, ACT 110 OF THE PUBLIC ACTS OF 2006, AS AMENDED [MCL 125.3101 ET SEQ.], TO ADD REGULATIONS TO THE ZONING ORDINANCE REGARDING THE REQUIREMENT TO PAY TAXES PRIOR TO ISSUANCE OF PERMITS.

MILTON TOWNSHIP HEREBY ORDAINS:

Section 1: Amendment.

Amend Section 117.2305 to add:

Taxes and Other Monies Owed.

- A. When the Township receives an application for any new or amended zoning permit, site plan review, special use permit, any other application, or any request for a permit or approval required by this Ordinance, the applicant shall be required to present a signed statement from the Township Treasurer that all Real and Personal Property Taxes, Special Assessments, Fees and/or Penalties billed to date are current and paid up to date. The Township Treasurer's signed statement shall cover the accounts of all named applicants and all properties upon which the application or request is made.

- B. The Township shall take no action on any application or request until the applicant or requesting party acquires the Township Treasurer's signed statement that all of the above monies owed are current and paid up to date. The Township shall make no final decision on any application or request if any of the above monies owed become delinquent or remain unpaid during consideration.

Amend Sections 117.2305 through 117.2307 to renumber:

Existing Section 117.2305 A. and B. Required Fees and Applicants Escrow Accounts is renumbered Section 117.2306

Existing Section 117.2306 A. and B. Violations and Penalty is renumbered Section 117.2307.

Existing Section 117.2307 A. through G. Planning Commission Re-establishment, Roles and Responsibilities is renumbered as new Section 117.2308.

Section 2: Severability.

If any sections, clause, or provision of this Ordinance is declared unconstitutional or otherwise invalid by a court of competent jurisdiction, said declaration shall not affect the remainder of the Ordinance. The Township Board hereby declares that it would have passed this Ordinance and each part, section, subsection, phrase, sentence and clause irrespective of the fact that any one or more parts, sections, subsections, phrases, sentences or clauses be declared invalid.

Section 3: Effective Date.

This Ordinance shall become effective eight (8) days after publication.

TOWNSHIP OF MILTON:

Chris Weinzapfel, Supervisor

Date

Janet Beebe, Clerk

Date

Public Hearing Date:

Published Date:

Effective Date:

Milton Township
Salary Resolutions for Budget year 2026-2027

Resolution(s) 2026-02 / 2026-03 / 2026-04/ 2026-05

Resolution #2026-02: Salary for the Supervisor for 2026-2027: BE IT RESOLVED, that as of April 1, 2026 with the salary for the Supervisor shall be **\$34,479.00**. BE IT FURTHER RESOLVED, that this resolution shall be submitted to the electors at the Annual Meeting at which time the electors may modify the amount.

Motion to approve by:

Roll Call: Veliquette - ; Beebe - ; Atkinson - ; Renis - ; Weinzapfel - .

Motion carried/ defeated.

Resolution #2026-03: Salary for the Clerk for 2026-2027 BE IT RESOLVED, that as of April 1, 2026 with the salary for the Clerk shall be **\$40,611.25**. BE IT FURTHER RESOLVED, that this resolution shall be submitted to the electors at the Annual Meeting at which time the electors may modify the amount.

Motion to approve by:

Roll Call: Atkinson -; Renis - ; Veliquette - ; Beebe - ; Weinzapfel.

Motion carried/ defeated.

Resolution #2026-04: Salary for the Treasurer for 2026-2027 BE IT RESOLVED, that as of April 1, 2026 with the salary for the Treasurer shall be **\$40,611.25** for collecting WINTER and

SUMMER taxes and \$85 per ZBA meeting attended, as a ZBA alternate member. BE IT FURTHER RESOLVED, that this resolution shall be submitted to the electors at the Annual Meeting at which time the electors may modify the amount.

Motion to approve by:

Roll Call: Veliquette – ; Renis - ; Beebe – ; Atkinson – ; Weinzapfel – .

Motion carried/ defeated.

Resolution #2026-05: Salary for the Board Trustee Position for 2026-2027 BE IT RESOLVED, that as of April 1, 2026 with the salary for the Trustee shall be \$309.08 per monthly meeting attended and \$55.00 per special meeting attended. BE IT FURTHER RESOLVED, that this resolution shall be submitted to the electors at the Annual Meeting at which time the electors may modify the amount.

Motion to approve by:

Roll Call: Atkinson - ; Beebe - ; Renis - ; Veliquette - ; Weinzapfel.

Motion carried/ defeated.

Chris Weinzapfel
Milton Township Supervisor

Date:

Janet Beebe
Milton Township Clerk

Date:

Fw: Planning Commission

From: Chris Weinzapfel <Supervisor@miltontownshipmi.gov>
Date: Wed 1/14/2026 10:52 AM
To: Janet Beebe <Clerk@miltontownshipmi.gov>

From: Jim Standerfer <standerferjim@gmail.com>
Sent: Wednesday, January 14, 2026 10:50 AM
To: Chris Weinzapfel <Supervisor@miltontownshipmi.gov>
Subject: Planning Commission

CAUTION: This email originated from outside the Township of Milton. Maintain caution when opening external links/attachments

Good afternoon,

I am writing to inform you that I am relinquishing my position on the Milton Township Planning Commission. Thank you for allowing me to serve on the committee for the past couple of years. It was a pleasure to work with such a knowledgeable group of people. I wish you the best in finding a replacement for my vacated position.

Respectfully submitted,

Jim Standerfer