



# AGENDA

## Regular Board Meeting Meeting

5:30 PM - Thursday, February 13, 2020  
Board Room

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1. CALL TO ORDER
2. PLEDGE OF ALLEGIANCE
3. BOARD MEMBER ATTENDANCE---ACTION ITEM
4. APPROVAL OF AGENDA---ACTION ITEM
5. CONSENT AGENDA---ACTION ITEM
  - 5.1. Minutes from January 9, 2020 Regular Meeting & January 23, 2020 Special Meeting as printed by Clerk, Myers-Malone. 4 - 65  
  
[1.9.2020 MEETING MINUTES](#)  
[1.23.2020 SPECIAL MEETING MINUTES](#)
  - 5.2. Treasurers report dated January 31, 2020: 66 - 68  
  

GENERAL FUND	\$2,200,975.05
SW EMMETT SEWER & WATER	\$723,516.39
SANITATION FUND	\$1,797,714.61
PROJECT V SEWER	(\$225,605.23)
DRUG/FORFEITURE FUND	\$35,854.91
PUBLIC SAFETY FUND	(\$569,477.28)
PUBLIC SAFETY EXTRA	\$474,648.45
BEADLE LAKE WEED	\$2,780.78
ECON DEV. COPR	\$1,463.49
Public Safety Explosive-Bomb K9	\$21,830.23

  
[Treasurer Report January 31, 2020](#)
6. MONTHLY CHECK REGISTER---ACTION ITEM 69 - 141
  - 6.1. [JAN CASH BALANCE](#)  
[JAN CHECK REGISTER](#)  
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7. DEPARTMENTAL VERBAL REPORTS
  - 7.1. Supervisor-
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    - 7.2.1. [Clerks Department Report, February 13, 2020](#) 142
  - 7.3. Treasurer

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8. PLANNING AND ZONING:

- 8.1. Zoning Board of Appeals Board Member Appointment

9. ASSESSING:

10. PUBLIC SAFETY:

10.1.		<b><u>1/20</u></b>	<b><u>12/19</u></b>		147
	Complaints/ Calls for Service	735	621		
	Criminal Complaints	176	179		
	<b>Total</b>	<b>911</b>	<b>800</b>		
	Citations	76	87		
	Motor Carrier	41	48		
	Traffic Crashes	25	45		
	Arrests	44	45		
	Fire Calls	118	116		

[Public Safety Board Packet](#)

11. OLD BUSINESS---ACTION ITEM

- 11.1. Closed Session with Tom Derderian- Discussion of Pending Litigation against the Township
- 11.2. Closed Session with Tom Derderian- Collective Bargaining Agreement Discussion
- 11.3. Closed Session with John Macfarlane- written opinion of legal counsel in connection with the proposed road improvement agreement with the county and regarding the role of the project monitor
- 11.4. Marihuana Committee Update- Fact Sheet/Information Gathered 148 - 149  
[Fact Gathering Emmett Cannabis February10, 2020](#)
- 11.5. Recreational Marihuana/Medical Marihuana Ordinance Consulting- 150 - 154  
Dunakiss, Jenn Zielinski  
[Consulting Scope of Work - Dunakiss, Jenn Zielinski](#)  
[Consulting Agreement - Dunakiss, Jenn Zielinski](#)

12. RESOLUTIONS AND PROCLAMATIONS---ACTION ITEM

13. NEW BUSINESS---ACTION ITEM

- 13.1. Set a Special Meeting for a "Budget Workshop" to look at the budget before approval

13.2. Cemetery Services:

155 - 157

- 1) Cemetery Sexton (Burials and Foundations)
- 2) Cemetery Maintenance/ Township Maintenance (Mowing, trimming, brush clean-up, flower removal, and snow removal)
- 3) Update Cemetery Fee Schedule for 2020-2024

1) Accept Brunner Lawn Care bid for the "Cemetery Sexton" with the new rates for burials, cremations, dis-internments, lot probing, and foundations.

2) Put out a bid for Cemetery Maintenance/ Township Maintenance to be advertised In the shopper and have all bids due back by March 5th at 4pm. Winning bid to be announced at the March 12, 2020 Regular Board Meeting.

3) Accept the New Fee Schedule for Cemetery Fees 2020-2024

[Brunner Lawn Care Bid for Cemetery Sexton](#)  
[2020 Cemetery Fees](#)

13.3. Local Revenue Sharing Board Member Appointment (LRSB)

158

Appoint Tracy Myers-Malone as Emmett Township Representative at the Local Revenue Sharing Board. Myers-Malone attended the organizational meeting and set dates for future meetings with the Board.

[FLRSB Meeting Schedule](#)

13.4. Director of Public Safety

Approve Mike Olson review all Resumes that were submitted and do a background checks.

Reccomend having a Meet & Greet with Director of Public Safety Candidates at the end of February.

13.5. Road Project Monitor Committee had 25 applications and narrowed the field down by interviewing the top 4 candidates and recommending that the Board hire the best candidate for the position.

- 1) Rob Behnke & Tom Matson (team)

Hire the team of Rob Behnke and Tom Matson to be our "Road Monitor" to keep Emmett Townships best interest at heart.

13.6. 2020 Census Report- Pat Wilson

14. PUBLIC COMMENTS---(3 MIN)

15. BOARD COMMENTS

16. ADJOURNMENT---ACTION ITEM



# MINUTES

## Regular Board Meeting

5:30 PM - Thursday, January 9, 2020  
Board Room

The Regular Board Meeting of the Charter Township of Emmett was called to order on Thursday, January 9, 2020, at 5:30 PM, in the Board Room, with the following members present:

**PRESENT:** Supervisor Timothy Hill, Trustee Tom Gunning, Clerk Tracy Myers-Malone, Treasurer Rachelle Myers, Trustee Pat Dougherty, and Trustee Dick Brown

**EXCUSED:** Trustee Steve Buller

### 1. CALL TO ORDER

The Meeting was called to order at 5:30pm by Supervisor Hill at 621 Cliff Street Battle Creek, MI 49014 in the Board Room.

### 2. PLEDGE OF ALLEGIANCE

### 3. APPROVAL OF AGENDA---ACTION ITEM

- a) Additions to the Agenda: Codify Ordinances for \$1,337.00 and Codify after each new ordinance is approved. Add a Marihuana Regulations and Licensing Department, transfer \$150,000 from the General Fund to the Marihuana Regulations and Licensing department, Approve computer upgrades for \$30,000 from Marihuana Funds, Discussion of Supervisor report on WBCK (radio Station), Reduce building permit fees for 8140 C drive North.

**Motion-1-1-2020** by Myers/Brown to approve the Agenda with the Additions

**Yes:** Supervisor Hill, Trustee Gunning, Clerk Myers-Malone, Treasurer Myers, Trustee Dougherty, and Trustee Brown

**CARRIED 6-0 on a Roll Call Vote**

- b) [January 9, 2019 Regular Board Meeting AGENDA](#)

### 4. CONSENT AGENDA---ACTION ITEM

- a) minutes from December 12, 2019 Dangerous Building Hearing and the December 12, 2019 Regular Board Meeting as printed by Clerk Myers-Malone and the Treasurers report dated December 31, 2019:

[December 2019 Treasurer's Report](#)  
[December 12, 2019 Meeting Minutes](#)

**Motion-1-2-2020** by Brown/Myers to approve the Consent Agenda with Correction to the December 12, 2019 Regular Board Meeting Minutes.

**Yes:** Supervisor Hill, Trustee Gunning, Clerk Myers-Malone, Treasurer Myers, Trustee Dougherty, and Trustee Brown

**CARRIED 6-0 on a Roll Call Vote**

## **5. MONTHLY CHECK REGISTER---ACTION ITEM**

a) Approve the Monthly Check Register.

[DECEMBER CHECK REGISTER](#)

**Motion-1-3-2020** by Myers/Gunning to approve the Monthly Check Register as printed.

**Yes:** Supervisor Hill, Trustee Gunning, Clerk Myers-Malone, Treasurer Myers, Trustee Dougherty, and Trustee Brown

**CARRIED 6-0 on a Roll Call Vote**

## **6. DEPARTMENTAL VERBAL REPORTS**

### **6.1. Supervisor-**

#### **6.1.1.**

Grewal Law, John Fraser is on the Marihuana Committee for LARA. On page 3, there has been some concern on taxes- Would we be in the same boat that we were for medical (How the state took away tax)? Tax revenue will be distributed as follows (see handout- attached).

[Grewal Law Handout](#)

### **6.2. Clerk-**

#### **6.2.1.**

At the next meeting, the Cemetery Contract will be up for renewal, and we will be splitting up the grave digging and the mowing.

[Clerks Department Report- January 9, 2020](#)

#### **6.2.2. Marihuana Committee Report by Trustee Dougherty:**

The last meeting we had about thirty people show up and eleven were business owners. We are not discussing what we should or shouldn't that's already been done by the voters, we are trying to figure out how we administer recreational. Adult use does not mean that these people will be consuming this product on site without a special permit. You will hear both terms (adult use and recreational) they are the same. Marihuana businesses have to be in operation for two years before applying for recreational, its important that the businesses are showing commitment to the Township. Discuss how we are going to go through. Truly appreciates everyone that comes to the meetings. We will be forming a sub-committee to have recommendations to come back to the Board. We want to make informed decisions. Hill unavailable to attend meetings. Myers-Malone asked about adding a third committee member, but no response from members.

### 6.3. Treasurer

#### 6.3.1. [Treasurer Department Report January 9, 2020](#)

## 7. PLANNING AND ZONING:

- a) SSG Michael A. Dickinson II; Post 257 of the American Legion for Conditional Use & Site Plan.

**Motion-1-4-2020** by Myers-Malone/Brown to approve SSG Michael A. Dickinson II; Post 257 of the American Legion's Conditional Use & Site Plan for 7475 B Drive North.

**Yes:** Supervisor Hill, Trustee Gunning, Clerk Myers-Malone, Treasurer Myers, Trustee Dougherty, and Trustee Brown

**CARRIED 6-0 on a Roll Call Vote**

- b) Seneca River LLC for Medical Marihuana Processing Center's Conditional Use & Site Plan Review at 1193 E. Michigan.

**Motion-1-5-2020** by Myers/Brown to approve Seneca River, LLC for a Medical Marihuana Processing Center's Conditional Use Permit & Site Plan Review at 1193 East Michigan Avenue pending a complete site plan review by township officials that confirms all township ordinance requirements have been met and shown on the site plan. Before the business can open, they must have all licensing requirements met by the state and the township. Public safety has the right to do local checks and visit home areas to talk with neighbors and associates.

**Yes:** Supervisor Hill, Trustee Gunning, Clerk Myers-Malone, Treasurer Myers, Trustee Dougherty, and Trustee Brown

**CARRIED 6-0 on a Roll Call Vote**

- c) Adrian Elite Extraction, LLC for a Conditional Use for Medical Marihuana Cultivation for four class C licenses (6,000 plants) at 2000 East Columbia Avenue.

**Motion-1-6-2020** by Brown/Gunning to approve Adrian Elite Extraction, LLC for a Medical Marihuana Cultivation Conditional Use at 2,000 East Columbia Avenue pending a complete site plan review by township officials that confirms all township ordinance requirements have been met and shown on the site plan. Before the business can open, they must have all licensing requirements met by the state and the township. Public safety has the right to do local checks and visit home areas to talk with neighbors and associates.

**Yes:** Supervisor Hill, Trustee Gunning, Clerk Myers-Malone, Treasurer Myers, Trustee Dougherty, and Trustee Brown

**CARRIED 6-0 on a Roll Call Vote**

- d) Reducing the building permit fees for 8140 C drive North

**Motion-1-7-2020** by Myers/Gunning to approve Reducing Building Permit Fees for 8140 C Drive North

**Yes:** Supervisor Hill, Trustee Gunning, Clerk Myers-Malone, Treasurer Myers,

Trustee Dougherty, and Trustee Brown

**CARRIED 6-0 on a Roll Call Vote**

**8. ASSESSING: NONE**

**9. PUBLIC SAFETY:**

- a) Purchase Order for Unit 141 (\$2,509.83)

**Motion-1-8-2020** by Brown/Dougherty to approve Purchase Order for Unit 141 (\$2,509.83)

**Yes:** Supervisor Hill, Trustee Gunning, Clerk Myers-Malone, Treasurer Myers, Trustee Dougherty, and Trustee Brown

**CARRIED 6-0 on a Roll Call Vote**

**10. OLD BUSINESS---ACTION ITEM**

**11. RESOLUTIONS AND PROCLAMATIONS---ACTION ITEM**

- a) Resolution for Rising Stars Horse Club to apply for a gaming license to Raffle a Saddle.

**Motion-1-9-2020** by Brown/Myers to approve the resolution for the Rising Stars Horse Club to apply for a gaming license to raffle a saddle.

**Yes:** Supervisor Hill, Trustee Gunning, Clerk Myers-Malone, Treasurer Myers, Trustee Dougherty, and Trustee Brown

**CARRIED 6-0 on a Roll Call Vote**

**12. NEW BUSINESS---ACTION ITEM**

- a) Codification of Ordinances for \$1,337.00 and any ordinances to follow to be immediately codified.

**Motion-1-10-2020** by Gunning/Brown to approve Codification of Ordinance for \$1,337.00 and any ordinance that follow to be immediately codified with municode.

**Yes:** Supervisor Hill, Trustee Gunning, Clerk Myers-Malone, Treasurer Myers, Trustee Dougherty, and Trustee Brown

**CARRIED 6-0 on a Roll Call Vote**

- b) Create a Marihuana Regulations and Licensing Department in the Budget.

**Motion-1-11-2020** by Brown/Myers to approve Creation of a Marihuana Regulations and Licensing Department within the Budget.

**Yes:** Supervisor Hill, Trustee Gunning, Clerk Myers-Malone, Treasurer Myers, Trustee Dougherty, and Trustee Brown

**CARRIED 6-0 on a Roll Call Vote**

- c) Transferring the \$150,000 in Medical Marihuana Application Fees into the newly created Marihuana Regulations and Licensing department to make sure the Township is transparent on how we are spending that money collected from business owners.

**Motion-1-12-2020** by Myers/Dougherty to approve transfer of \$150,000 from the General Fund to the Marihuana Regulations and Licensing Department.

**Yes:** Supervisor Hill, Trustee Gunning, Clerk Myers-Malone, Treasurer Myers, Trustee Dougherty, and Trustee Brown

**CARRIED 6-0 on a Roll Call Vote**

- d) Use money transferred to the Revenue line from the Marihuana Department to complete computer upgrades.

**Motion-1-13-2020** by Dougherty/Brown to approve the purchase of Computer Upgrades not to exceed \$30,000 to come out of the revenue line from the Marihuana Regulations and Licensing Department.

**Yes:** Supervisor Hill, Trustee Gunning, Clerk Myers-Malone, Treasurer Myers, Trustee Dougherty, and Trustee Brown

**CARRIED 6-0 on a Roll Call Vote**

- e) Discussion of Supervisor report on WBCK (radio station):

Dougherty- Is there a policy for us t be able to go on public radio and make comments regarding the Board? Is it in our personnel policy that we need Board approval first?

Hill stated that he didn't know...

Dougherty- It was stated on the Radio that we have \$2.4 million on our rainy day fund? I want to know where that is...We can't use our water/Sewer fund.

Hill asked Dougherty to cease.

Dougherty not allowed to comment.

Hill called Dougherty to order.

### **13. PUBLIC COMMENTS-**

Resident part of the Marihuana Committee that hasn't been to all of the meetings, but has been doing research to look at the impact to our community if we decide to have adult use in Emmett Township. There is all kinds of information out there, good and bad. Comment made earlier that this decision will not be made about money, but the only document shared tonight was about money. If we are doing this for money then shame on us. We need leaders for our community and families. There's research that teen usage goes up, advertising by local company "Happy Highlidays" what a great message, a very different message for over the Holidays. There's more than one individual that shows up to the meetings that are opposed to adult use.

Dave Gilbert, Prosecuting Attorney gave brief on the number of cases that went threw there offices this past year. County is working on a diversion program for minors who come into contact with marihuana and have marihuana problems. It is a big problem with Juveniles. In Colorado 80% of the jurisdictions in opted out but there is still a state wide problem with marihuana. If you have questions I'm here. Black market still

here, now that its legal you have a right to grow it and smoke it, just not sell it. We need to protect our kids.

Resident doesn't like the new format; wants to see the numbers. In High School it was very easy to get marihuana.

Resident would like to know where the \$2.4 million rainy day fund. Hill stated he would show her after the meeting.

Resident finally attended the Marihuana Meeting, created an e-mail for facts: emmettcannabisfacts@yahoo.com

#### **14. BOARD COMMENTS**

Brown: Question about Public Safety Job Posting. Myers-Malone posted in the MACP. Close of applications is February 12, 2020.

Dougherty: Run for office, we need people representing our community.

Myers-Malone: Tom Derderian needs a special meeting for closed session. Created a special meeting for 1.23.2020 at 9am to host Tom Derderian.

Hill: Stay Safe, lots of snow and ice coming this weekend.

Myers: Appreciates Attendance.

Buller: Excused.

Gunning: Enjoys the crowd.

#### **15. ADJOURNMENT---ACTION ITEM**

a) Adjourn the Meeting

**Motion-1-14-2020** by Gunning/Brown Move to adjourn meeting at 6:55 p.m.

Voice Vote- ALL YES

**CARRIED**

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Township Supervisor, Timothy Hill

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Township Clerk, Tracy Myers-Malone



# AGENDA

## Regular Board Meeting Meeting

5:30 PM - Thursday, January 9, 2020  
Board Room

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2. PLEDGE OF ALLEGIANCE	
3. BOARD MEMBER ATTENDANCE---ACTION ITEM	
4. APPROVAL OF AGENDA---ACTION ITEM	
5. CONSENT AGENDA---ACTION ITEM	
5.1. Approve the minutes from December 12, 2019 as printed by Clerk Myers-Malone and the Treasurers report dated December 31, 2019: <a href="#">December 12 DRAFT</a> <a href="#">December 2019 Treasurer Report</a>	3 - 12
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8.2. Seneca River LLC Conditional Use & Site Plan Review at 1193 E. Michigan.	
8.3. Adrian Elite Extraction, LLC Conditional Use for 2000 E. Columbia Avenue.	
9. ASSESSING:	
10. PUBLIC SAFETY:	
10.1. <a href="#">Board Packet 19 - 12.Dec</a> <a href="#">PO Policy</a> <a href="#">Meeting 2011.09</a>	20 - 30

11. OLD BUSINESS---ACTION ITEM

12. RESOLUTIONS AND PROCLAMATIONS---ACTION ITEM

12.1. Resolution for Rising Stars Horse Club to host a Raffle for Saddle  
[local governing body resolution for charitable gaming licenses](#)

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13. NEW BUSINESS---ACTION ITEM

14. PUBLIC COMMENTS---(3 MIN)

*Comments not questions, are to be directed to the Township Board. Persons who wish to make comments must be recognized by the meeting chairperson and are asked to speak from the podium. Comments are limited to what business is on the agenda and limited to three (3) minutes total. The meeting chairperson can further limit time if the comments become redundant & or abusive in nature. Comments cannot be personal, abusive, political or otherwise not related to the agenda of the business meeting. If violations shall occur, you will be asked to refrain from disrupting the Business meeting, if it shall continue then you will be removed from the meeting itself and or charged with a misdemeanor for the violation*

15. BOARD COMMENTS

Comments are to be strictly about the business at hand and not of political, personal or otherwise nonbusiness unrelated to the agenda. If violations shall occur, you will be asked to refrain for disrupting the business meeting, if it shall continue, then you will be removed from the business meeting and or charged with a misdemeanor.

16. ADJOURNMENT---ACTION ITEM

**CHARTER TOWNSHIP OF EMMETT**  
**Public Hearing for Dangerous Buildings**  
*December 12, 2019*

Supervisor Tim Hill called the Public Hearing to order at 5:00 p.m. on Thursday December 12, 2019. The Meeting was held at the Township Hall located at 621 Cliff Street, Battle Creek, MI 49014. The pledge of allegiance followed the opening.

**BOARD MEETING ATTENDANCE-**

Brown, Buller, Gunning, Myers, Myers-Malone, Dougherty, & Hill

**QUORUM PRESENT**

The Zoning Administrator, DeShon spoke about the following parcels and gave quotes for tasks;

1) 1414 East Michigan Avenue: \$19,200 or \$22,000 for demolition.

-Representative of the property asked for building to be removed from the dangerous buildings because of all the work put into the building in the last few months, looking for a buyer that fits the property.

2) 15286 Ackerson Drive: \$9,500 or \$11,950 for demolition.

-DeShon reported that no representative of the property has made contact with the Building Inspector or Zoning Administrator, no contact from owner at all about this property. Back taxes are owed for 2018. Some Permits were pulled including Mechanical, Electrical, and Plumbing, but no Building Permits pulled.

3) 424 Wildwood Avenue: \$2500 or \$2600 to fill in hole.

-Owner of the property asked for an extension as he has the fill dirt. Resident stated he would help him fill in the hole.

4) 924 North Raymond Road: \$18,750 or \$17,250 to demolition.

--Deshon reported that no representative of the property has made contact with the Building Inspector or Zoning Administrator, no contact from owner at all about this property. Back taxes are owed for 2018.

**Board Comments:**

Gunning- We are supposed to be helping the Residents.

Buller- Raymond Road sold on land contract, the buyer was not informed that the building was in the dangerous buildings process.

Myers- Ackerson Drive; I see the logic of giving back to the County & Public Safety issues, this is a timely process. Raymond Road property; This is an eyesore that has sat for plenty of time.

Dougherty- Appreciates work on the old bank on the corner of wattles, giving them 6-month extension is great as it's a valuable property.

Brown- Property on Ackerson drive what do we do?

Motion 19-12-01 by Brown/Myers to close the Public Hearing at 5:30pm.

Voice Vote.

**ALL YES**  
**MOTION CARRIED**

**CHARTER TOWNSHIP OF EMMETT**  
**Regular Board Meeting**  
*December 12, 2019*

Supervisor Tim Hill called the Meeting to order at 5:30 p.m. on Thursday December 12, 2019. The Meeting was held at the Township Hall located at 621 Cliff Street, Battle Creek, MI 49014.  
The pledge of allegiance followed the opening.

**BOARD MEETING ATTENDANCE-**

Brown, Buller, Gunning, Myers, Myers-Malone, Dougherty, & Hill

**QUORUM PRESENT**

**APPROVAL OF AGENDA-**

*Add: Discussion on Assessor working from Florida for two consecutive months on his vacation. & Medical Marihuana Ordinance Amendment.*

*Remove: Wage Committee & Hazel Foundation Property.*

Motion 19-12-02 by Brown/Gunning to approve the Agenda with Additions/Subtractions.

Roll Call Vote: Buller, Gunning, Myers, Myers-Malone, Dougherty, Hill, & Brown **ALL YES**

**MOTION CARRIED**

Motion 19-12-03 by Buller/Gunning to approve the Consent Agenda.

Roll Call Vote: Gunning, Myers, Myers-Malone, Dougherty, Hill, Brown, and Buller **ALL YES**

**MOTION CARRIED**

Motion 19-12-04 by Gunning/Buller to approve the monthly check register.

Roll Call Vote: Myers, Myers-Malone, Dougherty, Hill, Brown, Buller, and Gunning **ALL YES**

**MOTION CARRIED**

**PRESENTATIONS-**

**DEPARTMENTAL VERBAL REPORTS-**

**Supervisor, Tim Hill-**

The Supervisor Presented; John Midgley from the Calhoun County Road Department spoke on the local road project. He stated that the attorneys from both the County and the Township are working on the Roads contract then the Roads contract will come back for Township Board approval once the contract is finished. Lakeland won the bid for 16% under the engineers estimate. They will start work pending the contract approval. Midgley answered questions about the D drive Bridge that they are hoping to have it open by Christmas, many delays made this a hard project, will not be 100% completed until Spring 2020. Midgley also stated that the County could have quarterly meetings with Townships (one on one).

**Clerk, Tracy Myers- Malone-**

Elections- We are in need of inspectors for the March 10th Presidential Primary (2020). Election Inspector Training on February 25th at Battle Creek City Hall at 2pm. If anyone is interested in becoming involved in your community this is a great way to meet new people and make some extra money. The 2 Year certification Training will be Wednesday June 24, 2020 at the Kellogg arena at 10am-noon. If you haven't signed up to be on our permanent absent voter list please consider it, come into the office to sign up or visit the website, [www.emmett.org](http://www.emmett.org) and follow the tabs; Township Government → Clerks Office → Elections Information

→Permanent Absent Voter List. The Clerks Department is gearing up for the Presidential Primary March 10, 2020. This is a different election where voters will have to choose a ballot style, republican or democrat, more information will be relayed to inform the registered voters of Emmett Township.

Cemetery- Please be respectful of others decorations at grave sites.

General- Myers-Malone is now the Vice President of the Calhoun County Clerks Association. The Marihuana Committee will be meeting on Tuesday January 7, 2020 at 6pm in the Township Board Room. The Council of Election Officials (CEO Committee) and Legislative Committee are a great new venture that I'm excited to be a part of the democratic process. Candidate packets are now available, please come see me in the office to pick up your packet. All 7 seats are up and will be elected by the people. Petitions are due back to the Clerk's Office by April 21, 2020 at 4pm. Candidates are welcome to FOIA lists of voters for canvassing which can also be found on the County's webpage.

**Marihuana Advisory Committee Report, Trustee Dougherty-** Myself, the Clerk, & the Supervisor were appointed to this advisory committee. We have had (2) two meetings so far, both were very informative. We would like more input from people; feedback of what they want in Emmett Township. Valuable discussion for both the pros and cons of Recreational Adult Use Marihuana. The Public voted this in, but we need to make a decision. Recommendations have been heard from none to (8) eight recreational marihuana. The City has already allowed recreational use. We will have to make a recommendation to the Board soon, but we want to do what is right for the community and the future of Emmett Township. We are leaving a legacy; let your voice be heard. The next meeting is January 7, 2020 at 6pm in the Board Room.

Committee member gave opinion on recreational, strongly opposed, doesn't want to overwhelm our task force and not be prepared.

**Treasurer, Rachelle Myers-**

**TAXES:**

-Winter Bills have been mailed out and Township is currently accepting Both Summer and Winter payments. Please call ahead for Summer Balance owing since it is subject to penalty fees.

-When using the Drop Box please use the envelopes provided, remember to place only checks, no cash

-Recycling Cards are still available; please stop by the office to pick yours up

-Dog License are available online, visit Calhoun County's Web site. A list of available Vet Office is listed on the Emmett Twp Facebook website.

-Township Office hours are Monday-Thursday 7 am thru 4:30 pm, office is open during lunch hours.

-Township Office will be closed December 24th, December 25th, December 31st and January 1st

**SEWER:**

-American Public Works Award RECIPIENT for 2019

**PLANNING & ZONING-**

Motion 19-12-05 by Myers/Gunning to appoint Steve Buller to the Zoning Board of Appeals (ZBA).

Roll Call Vote: Gunning, Myers, Myers-Malone, Dougherty, Hill, Brown, and Buller **ALL YES**

**MOTION CARRIED**

Motion 19-12-06 by Gunning/Dougherty to approve Conditional Use for Medical Marihuana Cultivation at 1130 North Raymond Road. (parcels #13-10-180-023-00 & 13-10-180-029-00).

Roll Call Vote: Myers, Dougherty, Brown, Gunning, Myers-Malone, Buller, & Hill **ALL YES**

**Qualified:**

Dougherty (YES)- Not discussing what we want or don't want, it is here and we are legally bound. This has to be decided and it meets the qualifications.

**MOTION CARRIED**

Motion 19-12-07 by Myers/Buller to approve a Conditional Use & Site Plan Review for a carwash, parcel #13-10-030-011-18 with conditions that if there is a traffic impediment or problem that the license be revoked.

Roll Call Vote: Dougherty, Brown, Myers-Malone, Buller, Hill, & Myers  
Gunning

**SIX YES**  
**ONE NO**

**Qualified:**

Dougherty (YES)- This was a parking lot, someone is liable. Supports the business going in.

Buller (YES)- Clear that Meijer's is responsible; they own the outlot and maintain the parking lot. Businesses access through parking lots everywhere and everybody uses parking lots for access to other businesses for example Starbucks. How fast can you wash a car? The carwash business will not cause the problems it would be the existing businesses that use the parking lot as a drive (KCFCU and Sherwin Williams). The carwash is not in jeopardy. No proof of who caused the road problems.

Hill (YES)- Agrees with the business. Private roads, Meijer is responsible. Not worried about revoking license.

**MOTION CARRIED**

Motion 19-12-08 by Dougherty/Brown to approve Conditional Use & Site Plan Review for a Provisioning Center at 1770 East Columbia Avenue.

Roll Call Vote: Myers, Dougherty, Brown, Gunning, & Hill  
Myers-Malone & Buller

**FIVE YES**  
**TWO NOS**

**Qualified:**

Buller (NO)- Feels like were stepping on toes of the committee, wish we would have tabled this. These places employ a lot of people, but believes that we have reached our saturation point.

**MOTION CARRIED**

Motion 19-12-09 by Myers-Malone/Buller to approve waiver of Conditional Use Fee for a Community Building for the American Legion Post 257.

Roll Call Vote: Myers, Dougherty, Brown, Gunning, Myers-Malone, Buller, and Hill

**ALL YES**

**Qualified:**

Hill (YES)- Having military on that corner is a great cause. Supports whatever they need.

Dougherty (YES)- As an American legion member, veteran, and recipient of the purple heart he totally supports this cause! This is a wonderful thing, would love to help.

**MOTION CARRIED**

Motion 19-12-10 by Buller/Dougherty to extend (6) six-month request from the Dangerous Buildings as long as it stays on the market for 1414 East Michigan Avenue.

Roll Call Vote: Buller, Hill, Myers, Dougherty, Brown, Gunning, and Myers-Malone

**ALL YES**  
**MOTION CARRIED**

Motion 19-12-11 by Brown/Dougherty to Demolish 15286 Ackerson Drive after verification that no one is living inside.

Motion 19-12-12 by Myers/Dougherty to withdrawal previous motion.

Roll Call Vote: Gunning, Myers-Malone, Buller, Hill, Myers, Dougherty, and Brown **ALL YES**  
**MOTION CARRIED**

Motion 19-12-13 by Brown/Gunning to table 15286 Ackerson Drive until January Board Meeting to give time for Interim Chief to make contact with the Owners of the property.

Roll Call Vote: Brown, Gunning, Myers-Malone, Buller, Hill, Myers, and Dougherty **ALL YES**  
**MOTION CARRIED**

Motion 19-12-14 by Buller/Brown to table 424 Wildwood Avenue from the Dangerous Buildings; to report next month to make sure the hole is filled in. Resident offered to help fill in the hole.

Roll Call Vote: Dougherty, Brown, Gunning, Myer-Malone, Buller, Hill, and Myers **ALL YES**  
**MOTION CARRIED**

Motion 19-12-15 by Gunning/Dougherty to let the County take 924 North Raymond Road off the Dangerous Buildings list of properties.

Roll Call Vote: Myers, Dougherty, Brown, Gunning, Myers-Malone, Buller, and Hill **ALL YES**

**Qualified:**

Buller (YES)- What if they pay the taxes, then what?

**MOTION CARRIED**

**ASSESSING-** Discussion of Assessor working form Florida for two consecutive months while on vacation.

**PUBLIC SAFETY-**

Calls for Service for November 2019	11/19	10/19
Complaints/ Calls for Service	738	773
Criminal Complaints	189	175
Total	927	948
Citations	65	74
Motor Carrier	24	43
Traffic Crashes	59	39
Arrests	34	42
Felony	6	6
Misdemeanor	28	36
Fire Calls	132	118

November continued keeping everyone busy doing investigations with almost 1000 calls for service. Fire response was more than October's, and due to the weather, we had many more traffic crashes that require a lot of manpower and man hours.

Traffic crashes take up a lot of time and manpower. Please remember with the cold weather and snow, to slow down and give yourself a little extra time and distance while traveling. We had quite a few comments this last

month about our response to calls for service on I-94. Remember that I94 runs right through Emmett Township, so enforcement and any incidents out on the highway between M-66 and Mile Marker 105, are still ultimately the Departments responsibility, so you will see officers out there.

November's fire training was skipped due to the Thanksgiving holiday. We are also skipping December due to Christmas.

I just want to remind everyone that this year's Shop with a Cop event will be on Saturday, 12/14. We will be holding it at the Woodland Church on Helmer Road. Officers from the 9 different Calhoun County Police departments will be taking 75 children out to Harper Village that morning to do some shopping and have some fun.

I hope everyone has a good month, and has a safe and Merry Christmas and a Happy New Year.

## **RESOLUTIONS & PROCLAMATIONS-**

### **UNFINISHED BUSINESS-**

Motion 19-12-16 by Myers-Malone/Myers to open bids for "Clerk of the Works" once criteria has been set.

Roll Call Vote: Brown, Gunning, Myers-Malone, Buller, Hill, Myers, & Dougherty **ALL YES**  
**MOTION CARRIED**

### **NEW BUSINESS-**

Motion 19-12-17 by Myers/Dougherty to advertise the Public Safety Director Position in the MACP for a budget of \$200.

Roll Call Vote: Myers, Dougherty, Brown, Gunning, Myers-Malone, Buller, and Hill **ALL YES**  
**MOTION CARRIED**

Motion 19-12-18 by Myers-Malone/Myers to approve Ordinance #3 of 2019; Medical Marihuana Amendment.

Roll Call Vote: Hill, Myers, Dougherty, Brown, Gunning, Myers-Malone, and Buller **ALL YES**

### **Qualified:**

Myers (YES)- This change should have been made months ago, hopefully we can get that number down where the Board voted it.

**MOTION CARRIED**

### **PUBLIC COMMENTS-**

Resident thanked the Assessor for the job he does.

Resident works for the federal government for the IRS, the federal government is working on making Marihuana a lower-class drug that could be taxed so understand why Board members are worried about losing that tax money from recreational like they did with the Medical Marihuana. Three things that are bothersome; violence, drug driving, and minors.

Resident unaware of all the different types of uses of Marihuana.

Resident asked about Supervisors interview with WWMT, paying off the Road project with marihuana money? Is that legal?

Resident asked about the Advisory Committee for Marihuana and what the goal was during the moratorium. Business owner has two applications in process for cultivation of Marihuana, has 1 million dollars already invested in this property.

Resident that owns property next to the Marihuana business owner stated that the 1 million dollars for the purchase of the property was his investment and the Board doesn't have to allow this.

**BOARD COMMENTS-**

Brown- None.

Dougherty- Elections are coming up. Recommendations for a newsletter were brought to his attention. Del-Rays old property removal needs to come back to the Board if they aren't going to remove the building from the property.

Myers-Malone- Happy that the Board passed the amendment to the Medical Marihuana Ordinance. Merry Christmas & Happy New Year.

Hill- We don't stay in Roberts Rules of Order, apologized to Deb Belles for confusion on Road Manager "Clerk of the Works". Merry Christmas & Happy New Year.

Myers- Happy that the numbers are in the Medical Marihuana Ordinance now. Happy to be on the Road Committee and get the Clerk of the Works criteria set. Happy Holidays.

Buller- Marihuana Processing Seminar was good but scary, hope we don't get any. Thanked the Board for the time he has been on the Consolidated Dispatch Authority, AMSA Board, resigned. Happy Holidays.

Gunning- Road Committee Chair stated that very few Board Members came to the Committee Meetings, but wanted to make clear that he wanted to leave the decision up to the public, then vote on what the residents want done with the roads. Merry Christmas.

**ADJOURNMENT**

Motion 19-12-19 by Dougherty/Buller to adjourn at 8:41p.m.

Voice Vote

**ALL YES  
MOTION CARRIED**

*Timothy Hill, Supervisor  
Emmett Charter Township*

*Tracy Myers-Malone, Clerk  
Emmett Charter Township*

\*\*IN THE CURRENT PROCESS OF ADJUSTING TO ACTUAL\*\*  
 SWITCHING OVER TO COMPUTERIZED REPORT INSTEAD OF MANUALLY RECORDED REPORT  
 \*\*\*USING AUDITED TRIAL BALANCE AS OF 3/31/2018 AS BASE\*\*\*  
 \*\*\*\*\*Subject to Completion of Bank Reconciliations\*\*\*\*\*

<b>Treasurers Report</b>	<b>Dec-19</b>
<b>GENERAL FUND</b>	
Open Bal.	2,179,025.89
Operational Receipts	\$288,065.64
Trans. In From _____ PS & SAN	
Interest	\$519.40
Total Receipts/Transfer In	\$288,585.04
Operational Expenses	\$ 160,979.69
Transfer Out to _____ P.S.	0.00
Total Expense/Transfer Out	\$ 160,979.69
<b>Month End Bal.</b>	<b>\$2,306,631.24</b>
running total	\$2,306,631.24
(should be 0 by month end)	\$0.00
 <b>SW EMMETT SEWER &amp; WATER</b>	
OPEN BAL.	\$144,726.06
CD BAL	\$ 578,748.71
Operational Receipts	\$ -
Account Interest	12.09
CD Interest *7884/*7868	8.74
Total Receipts	\$ 578,769.54
Operational Expenses	\$ -
Transfer Out To _____ CD"S	
Total Expense/Transfer Out	\$ -
<b>Month End Bal.</b>	<b>\$723,495.60</b>
CD and Interest total	\$ 578,757.45
running total	\$ 144,738.15
(should equal to CD/CD interest Balance by month end)	\$578,757.45
 <b>SANITATION FUND</b>	
Open Bal.	1,909,415.38
Operational Receipts	44974.69
Transfers In From _____ SAW GRANT	0
Total Receipts	\$ 44,974.69
Operational Expenses	\$ 9,567.91
Transfer To _____ Proj V	
Total Expenses/Transfer Out	\$ 9,567.91
<b>Month End Bal.</b>	<b>\$ 1,944,822.16</b>
running total	\$ 1,944,822.16
(should be 0 by month end)	\$ -

**PROJECT V SEWER**

Open Bal.			-225,605.23
Operational Receipts			0.00
Transfer In From _____	GF		
Total Receipts			0
Operational Expenses			0.00
Transfer Out To _____			
Total Expenses/Transfer Out			0.00
<b>Month End Bal.</b>			<b>\$ (225,605.23)</b>
running total			<b>\$ (225,605.23)</b>
(should be 0 by month end)			<b>\$ -</b>

**DRUG/FORFEITURE FUND**

Open Bal.			35,982.79
Operational Receipts			0.00
Operational Expenses			0
<b>Month End Bal.</b>			<b>\$ 35,982.79</b>
running total			<b>\$ 35,982.79</b>
(should be 0 by month end)			<b>\$ -</b>

**PUBLIC SAFETY FUND**

Open Bal.			-246,831.40
Operational Receipts			\$ 6,179.88
Transfer In From _____			
Total Receipts/Transfers In			\$ 6,179.88
Operational Expenses			\$ 225,948.93
Transfers Out To _____			
Total Disbursements/Transfer Out			\$ 225,948.93
<b>Month End Bal.</b>			<b>\$ (466,600.45)</b>
running total			<b>\$ (466,600.45)</b>
(should be 0 by month end)			<b>\$ -</b>

**PUBLIC SAFETY EXTRA**

Open Bal.			485,015.06
Operational Receipts			\$ 257.54
Transfer In From _____			\$ -
Total Receipts/Transfer In		Load	\$ 257.54
Operational Expenses			\$ 4,227.13
Transfer Out To _____	PS		
Total Expenses/Transfers Out			\$ 4,227.13
<b>Month End Bal.</b>			<b>\$ 481,045.47</b>
running total			<b>\$ 481,045.47</b>
(should be 0 by month end)			<b>\$ -</b>

**BEADLE LAKE WEED**

Open Bal.		2,780.78
Operational Receipts	\$	-
Transfers In From _____		
Total Receipts/Transfers In	\$	-
Operational Expenses	\$	-
Transfer Out To _____		
Total Expenses/Transfer Out	\$	-
<b>Month End Bal.</b>	<b>\$</b>	<b>2,780.78</b>
running total	\$	2,780.78
(should be 0 by month end)	\$	-

**ECON DEV. COPR**

Open Bal	\$	1,759.29
Rec.	\$	-
Trans from GF		
Total Rec/Trans In	\$	-
Expenses	\$	295.80
Trans Out		
Total Exp/Trans Out	\$	295.80
<b>Month End Bal</b>	<b>\$</b>	<b>1,463.49</b>
running total	\$	1,463.49
(should be 0 by month end)	\$	-

**Public Safety Explosive-Bomb K9**

Open Bal	\$	21,674.47
Rec.	\$	100.00
Trans from GF		
Total Rec/Trans In	\$	100.00
Account Interest	\$	28.06
Expenses	\$	-
Trans Out		
Total Exp/Trans Out	\$	-
<b>Month End Bal</b>	<b>\$</b>	<b>21,802.53</b>
running total	\$	21,802.53
(should be 0 by month end)	\$	-

DECEMBER 2019 CHECK REGISTER

CHECK REGISTER FOR CHARTER TOWNSHIP OF EMMETT  
 CHECK DATE FROM 12/01/2019 - 12/31/2019  
 BOARD ACTION ITEM

Check Date	Bank	Check	Vendor Name	Description	Amount
Bank GFP GF POOL CHK - CHEMICAL					
12/04/2019	GFP	40820	BESCO WATER TREATMENT, INC.	ACCOUNT 0077751	15.75
				ACCOUNT 0077751	6.00
					<u>21.75</u>
12/04/2019	GFP	40821	CALHOUN COUNTY TREASURER	2019 AUCTION CHARGEBACKS 2016-18 TAX YEA	678.27
12/04/2019	GFP	40822	CTS TELECOM INC	ACCOUNT 00034112-6	1,083.99
12/04/2019	GFP	40823	EMMETT TOWNSHIP TREASURER	2019 WINTER TAXES	295.80
12/04/2019	GFP	40824	HYDROCORP	JOB NUMBER 7644-00	377.00
12/04/2019	GFP	40825	MATT FULLER	CANCELED BUILDING PERMIT	535.00
12/04/2019	GFP	40826	RACHELLE MYERS, DC	MILEAGE	22.43
12/04/2019	GFP	40827	VERIZON WIRELESS	ACCOUNT 942229913-00001	1,140.02
12/04/2019	GFP	40828	WEX BANK	ACCOUNT 0462-00-394943-5	3,091.51
				Total For 12/04/2019:	<u>7,245.77</u>
12/13/2019	GFP	40830	ALLEGRA PRINT & IMAGING	STUFF SEAL, BOTTOM FLAP ENVELOPE; TAX BI	650.92
12/13/2019	GFP	40831	CEREAL CITY AUTO PARTS, INC.	OIL DRY & ICE MELT	159.80
12/13/2019	GFP	40832	CONSUMERS ENERGY	ACCOUNT 1000 5878 0436	1,168.90
				ACCOUNT 1000 0018 0602	2,528.13
				ACCOUNT 1030 2389 3086	6,667.58
				ACCOUNT 1000 5401 8195	346.60
					<u>10,711.21</u>
12/13/2019	GFP	40833	CONTINENTAL LINEN SERVICE	ACCOUNT 429480-00000	115.39
				INV 2580220-00 ACCOUNT 429633-00000	100.68
					<u>216.07</u>
12/13/2019	GFP	40834	CTI MECHANICAL	PARTS AND LABOR FOR 8" BUTTERFLY DAMPER	169.00
12/13/2019	GFP	40835	DAVID CUNNINGHAM	ELEC/PLAN	797.04
12/13/2019	GFP	40836	EMMETT TOWNSHIP P.S.O. ASSN.	CHECK 26509 R# 40331 - WRONG ENTITY RECE	50.00
12/13/2019	GFP	40837	FIRST BANKCARD	PREP WORK FOR TRUCK TREATMENT	15.00
				OFFICE SUPPLIES; STICKY NOTES, PAPER TOW	72.06
					<u>87.06</u>
12/13/2019	GFP	40838	M.M.R.M.A.	R0001175	15,000.00
				POLICY M0001175	22,024.00
					<u>37,024.00</u>
12/13/2019	GFP	40839	MENARDS - BATTLE CREEK	ACCOUNT 31510301	22.86
				ACCOUNT 31510301	21.02
				ACCOUNT 31510301	15.36
					<u>59.24</u>
1/13/2019	GFP	40840	MI OFFICE SOLUTIONS	ACCOUNT EC04 / CONTRACT CN19449-01	121.72
1/13/2019	GFP	40841	MICHIGAN ASSESSORS ASSN.	MIKE AND JACOB MAA DUES	200.00
1/13/2019	GFP	40842	MID MICH ASSOC ASSESS OFFICERS	M.M.A.A.O. DUES MIKE & JACOB	40.00
1/13/2019	GFP	40843	NASRO	2019 NASRO 40 HOUR COURSE- PIERCE/MACKEY	990.00
1/13/2019	GFP	40844	PCM	PRINTER CARTRIDGES	330.06
1/13/2019	GFP	40845	PERSONNEL CONCEPTS	2020 WORKPLACE POSTERS	15.85
1/13/2019	GFP	40846	PNC BANK, N.A.	OBLIGATION 606349494 / OBLIGOR 34845543	2,823.55

CHECK REGISTER FOR CHARTER TOWNSHIP OF EMMETT  
 CHECK DATE FROM 12/01/2019 - 12/31/2019  
 BOARD ACTION ITEM

Check Date	Bank	Check	Vendor Name	Description	Amount
12/13/2019	GFP	40847	R. E. BUSHEE	PLUMB/PLAN/PINV	906.08
12/13/2019	GFP	40848	REPUBLIC SERVICES #249	ACCOUNT # 3-0249-1022984	333.75
12/13/2019	GFP	40849	SIEGFRIED CRANDALL PC	CLIENT ID 3168	1,500.00
12/13/2019	GFP	40850	SIMS HEATING & COOLING SERVICE	STATION # 2 FURNACE DUCTS CLEANING	193.00
12/13/2019	GFP	40851	STEVEN RAY BULLER	MECH/BUILD/PLAN/PINV	4,333.70
12/13/2019	GFP	40852	TRANSUNION	PERSONAL INFORMATION SEARCH NOV 2019	50.00
12/13/2019	GFP	40853	WILLS AUTO SERVICE	BLOWER MOTOR - UNIT 153	245.47
Total For 12/13/2019:					62,007.52
12/18/2019	GFP	40854	ACCIDENT FUND COMPANY	POLICY # WCV 6029568 12 03 9009152	4,647.30
12/18/2019	GFP	40855	BATTLE CREEK CITY TREASURER	ACCOUNT 80565-001	172.31
12/18/2019	GFP	40856	BATTLE CREEK SHOPPER NEWS	SHOPPER - AD E CITIES	615.60
12/18/2019	GFP	40857	BESCO WATER TREATMENT, INC.	ACCOUNT 0077751	25.25
				ACCOUNT 0077751	20.50
					45.75
12/18/2019	GFP	40858	BOLLE CONTRACTING, LLC	170 ROOK DEMO BOARD APPROVED 2/14/19	8,100.00
12/18/2019	GFP	40859	BRANDI DESHON	NOVEMBER AND DECEMBER 2019	11.76
				CERTIFIED MAIL DB	59.50
					71.26
12/18/2019	GFP	40860	CITY OF BATTLE CREEK	ANNUAL WATERSHED MGMT ASSO. PARTNER ASSE	600.00
12/18/2019	GFP	40861	CITY OF BATTLE CREEK	CONSUMERS ENERGY WORK FOR NEW LIFT STATI	2,657.55
12/18/2019	GFP	40862	CONTINENTAL LINEN SERVICE	EQUIPMENT DELIVERY/SERVICE	35.00
12/18/2019	GFP	40863	FREIGHTLINER OF KALAMAZOO	REPLACE DRIVE SHAFT- TANKER 7	55.50
12/18/2019	GFP	40864	GALLS, LLC.	ACCOUNT 5421151	210.23
12/18/2019	GFP	40865	HERITAGE CLEANERS	NOV 2019 DRY CLEANING	84.00
12/18/2019	GFP	40866	INTERNATIONAL CODE COUNCIL INC	APPLY CODES TO CANNABIS FACILITIES	83.85
12/18/2019	GFP	40867	JOHN R. BRUNNER	CEMETERY MAINTENANCE	2,266.67
12/18/2019	GFP	40868	MEDMUTUAL LIFE	GROUP NUMBER 343270-100	124.49
12/18/2019	GFP	40869	MENARDS - BATTLE CREEK	INV 50382	114.79
				PURCHASED IN STORE- 12/06/19	147.39
				PURCHASED IN STORE- 11/25/19	20.83
					283.01
12/18/2019	GFP	40870	MICHAEL R. KLUCK & ASSOCIATES	BULLER CASE	5,847.26
12/18/2019	GFP	40871	MICHIGAN STATE POLICE-CASHIERS OFF	SOR FEES NOV 2019	30.00
				TOKEN FEES 10/1/2019 - 12/31/2019	66.00
					96.00
12/18/2019	GFP	40872	PITNEY BOWES GLOBAL FINANCIAL SERV	ACCOUNT 0011645360	520.77
12/18/2019	GFP	40873	REMINGTON'S CAR WASH	NOV 2019 CAR WASHES	45.50
12/18/2019	GFP	40874	SEMCO ENERGY GAS COMPANY	ACCOUNT 0288869.501	99.08
				ACCOUNT 0288696.506	597.54
				ACCOUNT 0288700.505	130.65
					827.27
12/18/2019	GFP	40875	STAPLES CREDIT PLAN	ACCOUNT 6011 1000 7096 753	92.00
				ACCOUNT 6011 1000 7096 753	124.85
				BINDER CLIPS STAPLES LEGAL PAPER	78.63
				INV 2390575131 AND INV 2391186981 ACCOUN	198.34
				INV 2391649921 ACCOUNT 6011 1000 7096 75	254.69

CHECK REGISTER FOR CHARTER TOWNSHIP OF EMMETT  
 CHECK DATE FROM 12/01/2019 - 12/31/2019  
 BOARD ACTION ITEM

Check Date	Bank	Check	Vendor Name	Description	Amount
					748.51
12/18/2019	GFP	40876	USA TODAY NETWORK	ACCOUNT 159323	608.64
12/18/2019	GFP	40877	WILLS AUTO SERVICE	16K SERVICE NEW 2019 SQUAD 7	793.21
				1 USED TIRE- UNIT 161	88.00
				12K SERVICE- UNIT 192	84.51
				NEW BATTERY UNIT # 171	248.30
				56K SERVICE - 1 NEW TIRE- UNIT 161	332.47
				NEW BATTERY- UNIT 172	203.80
					<u>1,750.29</u>
				Total For 12/18/2019:	30,496.76
12/27/2019	GFP	40883	BATTLE CREEK CITY TREASURER	ACCOUNT 42601-002	120.57
12/27/2019	GFP	40884	BLUE CROSS BLUE SHIELD OF MICH	GROUP 007015151 DIVISION 0000	4,410.54
				GROUP 007015151 DIVISION 0001	12,439.32
				GROUP 007015151 DIVISION 0002	19,320.71
					<u>36,170.57</u>
12/27/2019	GFP	40885	CALHOUN COUNTY CONS DISPATCH ATH	1ST QUARTER CALLS FOR SERVICE	39,330.24
12/27/2019	GFP	40886	COMCAST	ACCOUNT 8529 11 368 0033137	74.90
12/27/2019	GFP	40887	DAVID CUNNINGHAM	ELECTRICAL/PLAN	1,424.34
12/27/2019	GFP	40888	GRIFFIN PEST SOLUTIONS, INC.	WORK LOCATION 200408	78.00
12/27/2019	GFP	40889	MI OFFICE SOLUTIONS	ACCOUNT EC04	190.35
12/27/2019	GFP	40890	MUMFORD, SCHUBEL, NORLANDER,	ACCOUNT 25935-00M	8,534.00
12/27/2019	GFP	40891	R. E. BUSHEE	PLUMBING/PLAN	299.68
12/27/2019	GFP	40892	STEVEN RAY BULLER	MECH/BUILD/PLAN/PINV	4,157.27
					<u>4,157.27</u>
				Total For 12/27/2019:	90,379.92
GFP TOTALS:					
Total of 67 Checks:					190,129.97
Less 0 Void Checks:					0.00
Total of 67 Disbursements:					<u>190,129.97</u>

Check Date	Bank	Check	Vendor Name	Description	Amount
Bank TAX-C TAX - CHEMICAL BANK					
12/03/2019	TAX-C	7903	BATTLE CREEK PUBLIC SCHOOLS	DISBURSEMENT #9; 10/31/19-11/13/19	442.13
12/03/2019	TAX-C	7904	CALHOUN COUNTY TREASURER	DISBURSEMENT #9; 10/31/19-11/13/19	3,866.98
12/03/2019	TAX-C	7905	CALHOUN INTERMED. SCHOOL DIST.	DISBURSEMENT #9; 10/31/19-11/13/19	1,063.76
12/03/2019	TAX-C	7906	HARPER CREEK SCHOOLS	DISBURSEMENT #9; 10/31/19-11/13/19	4,540.26
12/03/2019	TAX-C	7907	KELLOGG COMMUNITY COLLEGE	DISBURSEMENT #9; 10/31/19-11/13/19	614.04
Total For 12/03/2019:					10,527.17
12/12/2019	TAX-C	7908	BATTLE CREEK PUBLIC SCHOOLS	DISBURSMENT #10; 11/13/19 THRU 11/26/19	153.82
12/12/2019	TAX-C	7909	CALHOUN COUNTY TREASURER	DISBURSEMENT #10; 11/13/19 THRU 11/26/19	7,505.84
12/12/2019	TAX-C	7910	CALHOUN INTERMED. SCHOOL DIST.	DISBURSEMENT #10; 11/13/19 THRU 11/26/19	2,064.73
12/12/2019	TAX-C	7911	HARPER CREEK SCHOOLS	DISBURSEMENT #10; 11/13/19 THRU 11/26/19	9,091.48
12/12/2019	TAX-C	7912	KELLOGG COMMUNITY COLLEGE	DISBURSEMENT #10; 11/13/19 THRU 11/26/19	1,191.91
Total For 12/12/2019:					20,007.78
12/17/2019	TAX-C	7913	DEVON TITLE AGENCY	2019 UTILITIES OWING; NEED TO BE PAID TO	950.56
Total For 12/17/2019:					950.56
<b>TAX-C TOTALS:</b>					
Total of 11 Checks:					31,485.51
Less 0 Void Checks:					0.00
Total of 11 Disbursements:					31,485.51
<b>REPORT TOTALS:</b>					
Total of 78 Checks:					221,615.48
Less 0 Void Checks:					0.00
Total of 78 Disbursements:					221,615.48

**Clerks Department Report:**  
**January 9, 2020**

Elections-

We are in need of inspectors for the March 10<sup>th</sup> Presidential Primary (2020).

Election Inspector Training on February 25<sup>th</sup> at Battle Creek City Hall at 2pm. If anyone is interested in becoming involved in your community this is a great way to meet new people and make some extra money.

The 2 Year certification Training will be Wednesday June 24, 2020 at the Kellogg arena at 10am-noon.

If you haven't signed up to be on our permanent absent voter list please consider it, come into the office to sign up or visit the website, [www.emmett.org](http://www.emmett.org) and follow the tabs; Township Government → Clerks Office → Elections Information → Permanent Absent Voter List.

This department is gearing up for the Presidential Primary March 10, 2020. This is a different election where voters will have to choose a ballot style, republican or democrat.

Registered Voters that are on the Permanent Absent Voter Application list will be receiving a postcard in the month of January that will need to be returned to the office in order to receive your ballot.

Cemetery-

Please be respectful of others decorations.

General-

Candidate packets are now available, please come see me in the office to pick up your packet. All 7 seats are up and will be elected by the people. Petitions are due back to the Clerks Office by April 21, 2020 at 4pm. Candidates are welcome to FOIA lists of voters for canvassing which can also be found on the Counties webpage.

## **Treasurer Department Report: January 9th ,2020**

### **TAXES:**

- Winter Bills have been mailed out and Township is currently accepting Both Summer and Winter payments. Please call ahead for Summer Balance owing since it is subject to penalty fees.
- February 18<sup>th</sup> is the last day to pay Winter Tax 2019 without Penalties. Any payments made after February 18<sup>th</sup> will be subject to late fees/ Penalty. Last Day to pay Taxes at Township is March 2<sup>nd</sup>.
- When using the Drop Box please use the envelopes provided, remember to place only checks, no cash
- Recycling Cards are still available; please stop by the office to pick yours up
- Dog License are available online, visit Calhoun County's Web site. A list of available Vet Office is listed on the Emmett Twp FB site.
- Township Office hours are Monday-Thursday 7 am thru 4:30 pm, office is open during lunch hours.
- Township Administration Office will be closed January 21<sup>st</sup> in Observance of Martin Luther King Jr. Day

### **SEWER:**

- Saving of ½ of Electrical Bill on Pump Station #39 (11 Mile Rd/Michigan Ave) since Cleaning done

*Rachelle Myers, DC*

**Emmett Charter Township Treasurer**



# Calls for Service for December 2019

	<u>12/19</u>	<u>11/19</u>
<b>Complaints/ Calls for Service</b>	<b>621</b>	738
<b>Criminal Complaints</b>	<u><b>179</b></u>	<u>189</u>
<b>Total</b>	<b>800</b>	927
<b>Citations</b>	<b>87</b>	65
<b>Motor Carrier</b>	<b>48</b>	24
<b>Traffic Crashes</b>	<b>45</b>	59
<b>Arrests</b>	<b>45</b>	34
Felony	6	6
Misdemeanor	39	28
<b>Fire Calls</b>	<b>116</b>	132
Structure Fire	1	
Vehicle Fires	2	
Outdoor Fires	0	
Medicals	72	
Traffic Crashes	18	
Search/Extrication	2	
Water Rescue	0	
Miscellaneous	21	

\*\*\*\*\*

December was steady month doing investigations with almost 800 calls for service. Fire response was a little less than normal.

Please remember with the colder weather and snow, to slow down and give yourself a little extra time and distance while traveling.

December's fire training was skipped due to the Christmas Holiday. We are completing the training schedule now for the upcoming year and it's not quite finalized.

\*Purchase orders for public safety vehicle maintenance. At the last board meeting, Public Safety had two purchase orders that were questioned due to the amount of the purchase. I went back to see where I had faulted, and actually found that the original purchase policy from 2009 had a limit of \$600. This limit of \$600 was later increased at a regular board meeting in September of 2011. The motion (11-09-09) was to increase the purchase order limit on vehicle maintenance to \$1,500 before approval was required. The motion was voted on and carried. (See attached copy of minutes from 9/2011 meeting).

I hope everyone has a good safe Christmas and New Year's, and I look forward to the new year.

Respectfully,

Emmett Township Department of Public Safety

## EMMETT CHARTER TOWNSHIP

### PURCHASING POLICY

The Emmett Charter Township Board has adopted this administrative policy to formalize and clarify purchasing procedures utilized by the Township employees (contract and non-contract) and volunteers. Adequate planning and cooperation by all involved in Departments, Boards, Committees, or Commissions will ensure the acquisition of the best products or services available in the most efficient, fair and economical manner possible with the quality of standards required to perform their function.

#### GENERAL PROVISIONS

1. Under the provisions of this policy, the Township Supervisor is designated as the Purchasing Agent. In the Supervisor's absence, the Township Clerk or Treasurer, are authorized to act as the Purchasing Agent.
2. The individual or Department Head in need of materials, supplies, or services shall provide a written purchase order, provided that the funds are available pursuant to the approved Department budget, to the Purchasing Agent who will review the request for overall propriety and upon approval (**up to \$600**) proceed with the established purchasing procedure.
3. The approval or denial of a purchase order (up to \$600) shall be provided within 2 business days of submission.
4. For purchases over \$600, exempting any recurring monthly and/or quarterly expenses, the individual or Department Head in need of materials, supplies, or services shall provide a written purchase order, provided that the funds are available pursuant to the approved Department budget, to the Purchasing Agent who will review the request for overall propriety. If approved by the Purchasing agent, the written purchase order will be presented to the Township Board for final approval (requires a majority vote). If approved, the requestor may proceed with the established purchasing procedure.
5. In an emergency, when necessary to protect the life, health, welfare, safety and well being of the community, during normal business hours, the Purchasing Agent may make or authorize an expenditure **up to \$1,000**, provided that reasonable attempts to verify that the funds are available pursuant to the approved

Department budget and after reasonable attempts to obtain the consent of the Clerk or Treasurer and one Trustee (total of three board members), with documentation of the steps taken to obtain consent, and the results thereof, attached to the Purchase Order.

6. In an emergency, when necessary to protect the health, welfare, safety and well being of the community, after regular business hours, Department Heads are authorized to spend **up to \$600.00** without prior approval of the Purchasing Agent, provided that reasonable attempts to verify that the funds are available pursuant to the approved Department budget and after reasonable attempts to obtain the consent of at least two board members prior to any purchases. Documentation of the steps taken to obtain consent, and the results thereof, must be attached to the Purchase Order.
7. When an emergency purchase has been made in accordance with paragraph 5 or 6, above, a detailed written report of the emergency, including why the purchase was necessary to protect the health, welfare, safety and well being of the community, and all actions relative to the emergency purchase must be provided to the Board no later than the next business.
8. An individual or Department Head whose request is denied may seek recourse from the Supervisor or the Township Board for discussion and reconsideration.
9. Materials, services and supplies shall be purchased only when monies for their cost have been appropriated and included in the annual budget of Emmett Charter Township.
10. Department Heads and Committee or Commission Chairpersons should review proposed purchases with budget balances throughout the year. Periodic reports can be requested from the Clerk and provided to for review.
11. Responsibility for the inspection and acceptance of all materials, supplies and equipment shall rest with the Department which generated the request. Invoices should be initialed for payment by the Department Head or designated staff member, Committee or Commission chairperson.
12. The Township Federal ID number, used for tax exempt purchases, shall only be used for purchases paid for by a Township check or charge account in accordance with all applicable Federal and State laws.

13. Requests for reimbursement for purchases paid for by Township employees or volunteers, which have been paid with, cash, personal checks or charge cards, shall be submitted to the Purchasing Agent with receipts showing tax paid and should only be for minor (**less than \$100**) budgeted items and not for capital or equipment items. Reimbursement will only be made for expenses that are immediately necessary, legitimate, permissible, and actually incurred for authorized Township business. Expenses must be itemized, fully explained and properly approved. IF there is any doubt that the above parameters will not be met, it is recommended that prior approval, as outlined in paragraph 5 above, be obtained.
14. The Clerk will issue a tax exempt certificate to businesses as needed.
15. Every Department Head, Committee or Commission Chairpersons and employee must review and sign the attached Acknowledgment of Receipt and Understanding of this Policy with a copy to be placed in their personnel file, where applicable.

#### VIOLATIONS OF THIS POLICY

Any employee who violates any provision of this policy is subject to disciplinary action as outlined in the Employee Policy, up to and including discharge.

Any employee who violates any provision of this policy may risk that reimbursement of any unauthorized purchases or orders will not be approved.

I, Gloria Maichele, hereby certify that this Policy was approved at a regular meeting of the Emmett Charter Township Board on May 14, 2009.

---

Gloria Maichele, Clerk

Approved:                      May 14, 2009

**ACKNOWLEDGMENT OF RECEIPT AND UNDERSTANDING OF THE  
EMMETT CHARTER TOWNSHIP PURCHASING POLICY,**

**as approved May \_\_\_ 2009.**

\_\_\_\_\_  
**Employee Name and Date**

\_\_\_\_\_  
**Employee Signature**

\_\_\_\_\_  
**Supervisors Name and Date**

\_\_\_\_\_  
**Supervisors Signature**

## Trish Stone

---

**From:** Tim Hill  
**Sent:** Thursday, March 1, 2018 10:27 AM  
**To:** Trish Stone  
**Subject:** Re: Purchase Order Clarification

Trish,

Yes, as far as I remember it is currently \$600. Thanks.

Tim Hill

Sent from my Verizon, Samsung Galaxy smartphone

----- Original message -----

**From:** Trish Stone <tstone@emmett.org>  
**Date:** 3/1/18 7:36 AM (GMT-05:00)  
**To:** Tim Hill <timhill@emmett.org>  
**Subject:** Purchase Order Clarification

Tim,

Could you please clarify/affirm that the Emmett Township Purchase Order has been reverted back to the greater than \$600.00 threshold for purchases to be Board Approved for items that are not vehicle maintenance or normal reoccurring items.

Thanks  
T

CHARTER TOWNSHIP OF EMMETT  
REGULAR BOARD MEETING  
SEPTEMBER 08<sup>TH</sup> 2011

The regular board meeting of the Charter Township of Emmett was called to order by Clerk Myers at 7:00 p.m. on September 08<sup>th</sup> 2011 at 621 Cliff Street, in the Absence of Pat Dougherty. The pledge followed the opening of the meeting. In the absence of Pat Dougherty the board appointed John O'Connor acting Chairman of the meeting. This was done by a Motion 11-09-1 by Talbot / Myers

Roll Call Vote: Henrich, King, Maichele, Myers, Talbot and O'Connor- all yes **MOTION CARRIED**

**BOARD MEMBER ATTENDANCE**

Present: O'Connor, Henrich, King, Maichele, Myers, and Talbot  
Excused: Pat Dougherty

**QUORUM PRESENT**

**APPROVAL OF AGENDA**

O'Connor made a couple of changes to Agenda first was adding the topic of when bills are paid at the Township; Unfinished Business. Second was adding an offer of a contract to all non-contracted Administrative and Public Safety Employees; New Business.

Motion 11-09-2 by Henrich / Talbot to Approve Agenda as presented.

Roll Call Vote: King, Maichele, Myers, Talbot, Henrich and O'Connor- all yes **MOTION CARRIED**

**CONSENT AGENDA**

Motion 11-09-3 by Henrich / King to approve all items listed within the Consent Agenda, with no discussion and one roll call vote after last item:

*MINUTES* The Township Board meeting minutes from September 08<sup>th</sup> 2011 as printed and subject to any corrections.

*TREASURER'S REPORT* the monthly Treasurer's report as filed with balances on hand as of August 31<sup>st</sup> 2011:

General Fund	\$97,086.13
SW Emmett Sewer/Water	\$1,607,337.92
Sanitation Fund	\$155,538.77
Project V Sewer Fund	\$383,274.75
Drug Forfeiture Fund	\$67,528.24
Public Safety Fund	\$62,235.23
Public Safety Casino Fund	\$40,923.97
Public Safety Extra	\$225,241.32

*PRINTED DEPARTMENTAL REPORTS*

Receive and file the monthly Departmental written reports for Public Safety, Planning Commission and Zoning Board of Appeals, as printed

*COMMUNICATIONS*

Notice of Authorization Permittee: Gerald Little Seawall  
Notice of Authorization Permittee: Paul E. Fronsmon Seawall

*ANNOUNCEMENTS*

Township Planning Commission – Wednesday, September 21st, 2011  
Zoning Board of Appeals – Tuesday, September 27<sup>th</sup>, 2011  
Budget Workshop – October 5<sup>th</sup>, 2011  
Next Township Board – October – 13<sup>th</sup>, 2011

Roll Call Vote: Maichele, Myers, Talbot, Henrich, King and O'Connor- all yes **MOTION CARRIED**

**MONTHLY CHECK REGISTER**

Motion 11-09-4 by Talbot / Henrich to Approve the August 31<sup>st</sup> Check Register. Some discussion on furniture for Public Safety. Question from O'Connor about the 9,014.60 check to Marshall, all questions answered.

Roll Call Vote: Myers, Talbot, Henrich, King, Maichele and O'Connor –all yes **MOTION CARRIED**

**PUBLIC COMMENTS**

No Comments

**DEPARTMENTAL VERBAL COMMENTS**

Supervisor-absent

Clerk-none

Treasurer- Talbot gave an update on status of Triangle Mobile Home Park delinquent tax status. She also commented that taxes are due by the 14<sup>th</sup> 2011.

Zoning Administrator – Update on the sewer smell on East Michigan Avenue. The City has contacted Mr. Buckley and Supervisor Dougherty they have a meeting this next Wednesday for some solutions.

Assessor-none

Public Safety Department- Chief Olson stated that August was another busy month with 740 complaints and 59 with fire. We had a lot of thefts and larceny. Significant event was the overturned semi: power was turned off to allow a huge crane to right the overturned semi, this took quite a while. The other was the fire at Battle Creek Shopper News, Olson commented on the help the department received from other municipalities.

**PLANNING AND ZONING BUSINESS**-none

**SEWER AND WATER BUSINESS**-none

**ASSESSING BUSINESS**-none

**PUBLIC SAFETY BUSINESS-** Discussion on hiring 2 part-time Firefighters & 2 part-time PSO's. Biggest discussion was on getting equipment. Chief stated that we have a great rapport with Newton Township and that would help with getting the needed equipment. Discussion on pay for these new positions and how overtime would also work.

Motion 11-09-5 by King / Maichele for Director to hire 2 part-time Firemen and 2 part-time Policemen

Roll Call Vote: Talbot, Henrich, King, Maichele, Myers and O'Connor- all yes **MOTION CARRIED**

### RESOLUTIONS AND PROCLAMATIONS

Motion 11-09-6 by O'Connor / Talbot to adopt the standard resolution T11-02 setting the 2011 Street Light Millage at .8599 mills.

Roll Call Vote: Henrich, King, Maichele, Myers, Talbot and O'Connor- all yes **MOTION CARRIED**

Motion 11-09-7 by Myers / Henrich to adopt the standard resolution T11-03 setting the 2011 Township Millage Rates at:

Allocated	.8432
Public Safety (extra voted)	1.6990
Public Safety (extra voted)	<u>1.0000</u>
<b>TOTAL</b>	<b>3.5422</b>

Roll Call Vote: Henrich, King, Maichele, Myers, Talbot and O'Connor- all yes **MOTION CARRIED**

### UNFINISHED BUSINESS

Sealcoating and repairs on parking lots. Supervisor Dougherty has received 4 bids on this. There was a lot of discussion on prices.

Motion 11-09-8 by Maichele / Myers to postpone the repairs and sealcoating until next month's meeting.

Roll Call Vote: King, Maichele, Myers, Talbot, Henrich and O'Connor- all yes **MOTION CARRIED**

Motion 11-09-9 by King / Henrich to increase purchase orders from \$600.00 to \$1,500.00 for Public Safety vehicle maintenance and repairs.

Roll Call Vote: Maichele, Myers, Talbot, Henrich, King and O'Connor- all yes **MOTION CARRIED**

Motion 11-09-10 by King / Maichele to go into closed session

All 6 in favor – all in favor

**MOTION CARRIED**

Motion 11-09-11 by Henrich/ King to come out of closed session

All 6 in favor – all in favor

**MOTION CARRIED**

Motion 11-09-12 by King / Maichele to except the letter of agreement for the Supervisory Unit as written and recommended by our council.

Roll Call Vote: Henrich, King, Maichele, Myers, Talbot and O'Connor- all yes **MOTION CARRIED**

Tax bill for 620 Cliff Street. Lots of discussion on how the bill should be paid, if we should pay the whole amount or should it be prorated.

Motion 11-09-13 by King / Henrich to pay the prorated portion of the entire tax bill while we occupied the building.

Roll Call Vote: Henrich, King, Maichele, Myers, and O'Connor Yes  
Talbot – No

**MOTION CARRIED**

Discussion on the frequency on how often we pay bills at the Township. O'Connor asked if we could we pay bills on a weekly basis instead of every two weeks? Talbot said now that we can transfer money on line we could pay the bills more often. Talbot stated we won't do checks every day but we can do more often.

### **NEW BUSINESS**

Supervisory Contract- This is a contract to non-union non-contracted township employees in which the Township states that the employees are: At Will Employees of the Township and that the Township offers them insurance benefits. This will not cost the Township any money.

**RESOLUTION FOR THE TOWNSHIP TO OFFER A CONTRACT TO FULLTIME NON-UNION CONTRACTED EMPLOYEES.** On behalf of the board they authorize Supervisor Dougherty and or Clerk Myers to sign the contract. This contract will expire on March 31<sup>st</sup> 2013, until then everything will stay the same and employees will pay what they currently are paying for medical insurance.

Resolution T11-01

Roll Call Vote: King, Maichele, Myers, Talbot, Henrich and O'Connor- all yes

**MOTION CARRIED**

### **PUBLIC COMMENTS**

O'Connor apologized for cutting of some people previously in the meeting. He stated that he feels the language needs to be rewritten. He then opened the meeting back up for public comments.

Resident commented on tall grass/weeds at the corner section of Columbia and Michigan that Enbridge is using.

Resident commented that the brush needs to be taken care of. Henrich commented on Dougherty's absence and that he was still looking into this brush issue.

Resident commented that he was upset on amending public comments. Resident stated that he was on the building committee and they had discussed the asphalt less than 2 inches and seal and cap.

**TRUSTEE COMMENTS**

King – Apologize to Andy France, and publicly thank Mr. Haylett. Hopes Mr. Haylett gets the whole story. My responsibility is to this township and we do appreciate what Mr. Haylett has done for us.

Maichele – no comment

Henrich – no Comment

O'Connor – Pass along condolences to Mrs. Talbot on the loss of a family member. And I'm glad we can pass this agreement along to our employees, this is a small gesture we can make.

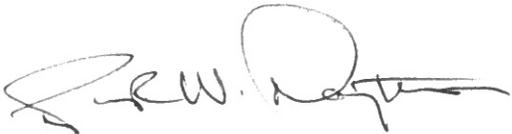
Myers – no comment

Talbot – Don't forget September 14<sup>th</sup>, 2011 taxes are due.

O'Connor – Don't forget September 11<sup>th</sup> take time to remember with a moment of silence.

**ADJOURNMENT**

O'Connor adjourns at 9:10 p.m.



Patrick Dougherty, Supervisor  
Emmett Charter Township



Teresa Myers, Clerk  
Emmett Charter Township



Charitable Gaming Division  
 Box 30023, Lansing, MI 48909  
 OVERNIGHT DELIVERY:  
 101 E. Hillsdale, Lansing MI 48933  
 (517) 335-5780  
 www.michigan.gov/cg

**LOCAL GOVERNING BODY RESOLUTION FOR CHARITABLE GAMING LICENSES**  
 (Required by MCL 432.103(K)(ii))

At a Regular meeting of the Emmett Township Board  
REGULAR OR SPECIAL TOWNSHIP, CITY, OR VILLAGE COUNCIL/BOARD

called to order by Timothy Hill on 1-9-2020  
DATE

at 5:30 a.m./(p.m.) the following resolution was offered:  
TIME

Moved by \_\_\_\_\_ and supported by \_\_\_\_\_

that the request from \_\_\_\_\_ of \_\_\_\_\_  
NAME OF ORGANIZATION CITY

county of \_\_\_\_\_, asking that they be recognized as a  
COUNTY NAME

nonprofit organization operating in the community for the purpose of obtaining charitable

gaming licenses, be considered for \_\_\_\_\_.  
APPROVAL/DISAPPROVAL

**APPROVAL**

**DISAPPROVAL**

Yeas: \_\_\_\_\_

Yeas: \_\_\_\_\_

Nays: \_\_\_\_\_

Nays: \_\_\_\_\_

Absent: \_\_\_\_\_

Absent: \_\_\_\_\_

I hereby certify that the foregoing is a true and complete copy of a resolution offered and

adopted by the \_\_\_\_\_ at a \_\_\_\_\_  
TOWNSHIP, CITY, OR VILLAGE COUNCIL/BOARD REGULAR OR SPECIAL

meeting held on \_\_\_\_\_  
DATE

SIGNED: \_\_\_\_\_  
TOWNSHIP, CITY, OR VILLAGE CLERK

PRINTED NAME AND TITLE

ADDRESS

COMPLETION: Required.  
 PENALTY: Possible denial of application.  
 BSL-CG-1153(R6/09)

\*\*IN THE CURRENT PROCESS OF ADJUSTING TO ACTUAL\*\*  
 SWITCHING OVER TO COMPUTERIZED REPORT INSTEAD OF MANUALLY RECORDED REPORT  
 \*\*\*USING AUDITED TRIAL BALANCE AS OF 3/31/2018 AS BASE\*\*\*  
 \*\*\*\*\*Subject to Completion of Bank Reconciliations\*\*\*\*\*

<b>Treasurers Report</b>	<b>Dec-19</b>
<b>GENERAL FUND</b>	
Open Bal.	2,179,025.89
Operational Receipts	\$288,065.64
Trans. In From _____ PS & SAN	
Interest	\$519.40
Total Receipts/Transfer In	\$288,585.04
Operational Expenses	\$ 160,979.69
Transfer Out to _____ P.S.	0.00
Total Expense/Transfer Out	\$ 160,979.69
<b>Month End Bal.</b>	<b>\$2,306,631.24</b>
running total	\$2,306,631.24
(should be 0 by month end)	\$0.00
 <b>SW EMMETT SEWER &amp; WATER</b>	
OPEN BAL.	\$144,726.06
CD BAL	\$ 578,748.71
Operational Receipts	\$ -
Account Interest	12.09
CD Interest *7884/*7868	8.74
Total Receipts	\$ 578,769.54
Operational Expenses	\$ -
Transfer Out To _____ CD"S	
Total Expense/Transfer Out	\$ -
<b>Month End Bal.</b>	<b>\$723,495.60</b>
CD and Interest total	\$ 578,757.45
running total	\$ 144,738.15
(should equal to CD/CD interest Balance by month end)	\$578,757.45
 <b>SANITATION FUND</b>	
Open Bal.	1,909,415.38
Operational Receipts	44974.69
Transfers In From _____ SAW GRANT	0
Total Receipts	\$ 44,974.69
Operational Expenses	\$ 9,567.91
Transfer To _____ Proj V	
Total Expenses/Transfer Out	\$ 9,567.91
<b>Month End Bal.</b>	<b>\$ 1,944,822.16</b>
running total	\$ 1,944,822.16
(should be 0 by month end)	\$ -

**PROJECT V SEWER**

Open Bal.			-225,605.23
Operational Receipts			0.00
Transfer In From _____	GF		
Total Receipts			0
Operational Expenses			0.00
Transfer Out To _____			
Total Expenses/Transfer Out			0.00
<b>Month End Bal.</b>			<b>\$ (225,605.23)</b>
running total			<b>\$ (225,605.23)</b>
(should be 0 by month end)			<b>\$ -</b>

**DRUG/FORFEITURE FUND**

Open Bal.			35,982.79
Operational Receipts			0.00
Operational Expenses			0
<b>Month End Bal.</b>			<b>\$ 35,982.79</b>
running total			<b>\$ 35,982.79</b>
(should be 0 by month end)			<b>\$ -</b>

**PUBLIC SAFETY FUND**

Open Bal.			-246,831.40
Operational Receipts			\$ 6,179.88
Transfer In From _____			
Total Receipts/Transfers In			\$ 6,179.88
Operational Expenses			\$ 225,948.93
Transfers Out To _____			
Total Disbursements/Transfer Out			\$ 225,948.93
<b>Month End Bal.</b>			<b>\$ (466,600.45)</b>
running total			<b>\$ (466,600.45)</b>
(should be 0 by month end)			<b>\$ -</b>

**PUBLIC SAFETY EXTRA**

Open Bal.			485,015.06
Operational Receipts			\$ 257.54
Transfer In From _____			\$ -
Total Receipts/Transfer In		Load	\$ 257.54
Operational Expenses			\$ 4,227.13
Transfer Out To _____	PS		
Total Expenses/Transfers Out			\$ 4,227.13
<b>Month End Bal.</b>			<b>\$ 481,045.47</b>
running total			<b>\$ 481,045.47</b>
(should be 0 by month end)			<b>\$ -</b>

**BEADLE LAKE WEED**

Open Bal.		2,780.78
Operational Receipts	\$	-
Transfers In From _____		
Total Receipts/Transfers In	\$	-
Operational Expenses	\$	-
Transfer Out To _____		
Total Expenses/Transfer Out	\$	-
<b>Month End Bal.</b>	<b>\$</b>	<b>2,780.78</b>
running total	\$	2,780.78
(should be 0 by month end)	\$	-

**ECON DEV. COPR**

Open Bal	\$	1,759.29
Rec.	\$	-
Trans from GF		
Total Rec/Trans In	\$	-
Expenses	\$	295.80
Trans Out		
Total Exp/Trans Out	\$	295.80
<b>Month End Bal</b>	<b>\$</b>	<b>1,463.49</b>
running total	\$	1,463.49
(should be 0 by month end)	\$	-

**Public Safety Explosive-Bomb K9**

Open Bal	\$	21,674.47
Rec.	\$	100.00
Trans from GF		
Total Rec/Trans In	\$	100.00
Account Interest	\$	28.06
Expenses	\$	-
Trans Out		
Total Exp/Trans Out	\$	-
<b>Month End Bal</b>	<b>\$</b>	<b>21,802.53</b>
running total	\$	21,802.53
(should be 0 by month end)	\$	-

**CHARTER TOWNSHIP OF EMMETT**  
**Public Hearing for Dangerous Buildings**  
*December 12, 2019*

Supervisor Tim Hill called the Public Hearing to order at 5:00 p.m. on Thursday December 12, 2019. The Meeting was held at the Township Hall located at 621 Cliff Street, Battle Creek, MI 49014. The pledge of allegiance followed the opening.

**BOARD MEETING ATTENDANCE-**

Brown, Buller, Gunning, Myers, Myers-Malone, Dougherty, & Hill

**QUORUM PRESENT**

The Zoning Administrator, DeShon spoke about the following parcels and gave quotes for tasks;

1) 1414 East Michigan Avenue: \$19,200 or \$22,000 for demolition.

-Representative of the property asked for building to be removed from the dangerous buildings because of all the work put into the building in the last few months, looking for a buyer that fits the property.

2) 15286 Ackerson Drive: \$9,500 or \$11,950 for demolition.

-DeShon reported that no representative of the property has made contact with the Building Inspector or Zoning Administrator, no contact from owner at all about this property. Back taxes are owed for 2018. Some Permits were pulled including Mechanical, Electrical, and Plumbing, but no Building Permits pulled.

3) 424 Wildwood Avenue: \$2500 or \$2600 to fill in hole.

-Owner of the property asked for an extension as he has the fill dirt. Resident stated he would help him fill in the hole.

4) 924 North Raymond Road: \$18,750 or \$17,250 to demolition.

--Deshon reported that no representative of the property has made contact with the Building Inspector or Zoning Administrator, no contact from owner at all about this property. Back taxes are owed for 2018.

Board Comments:

Gunning- We are supposed to be helping the Residents.

Buller- Raymond Road sold on land contract, the buyer was not informed that the building was in the dangerous buildings process.

Myers- Ackerson Drive; I see the logic of giving back to the County & Public Safety issues, this is a timely process. Raymond Road property; This is an eyesore that has sat for plenty of time.

Dougherty- Appreciates work on the old bank on the corner of wattles, giving them 6-month extension is great as it's a valuable property.

Brown- Property on Ackerson drive what do we do?

Motion 19-12-01 by Brown/Myers to close the Public Hearing at 5:30pm.

Voice Vote.

**ALL YES**  
**MOTION CARRIED**

**CHARTER TOWNSHIP OF EMMETT**  
**Regular Board Meeting**  
*December 12, 2019*

Supervisor Tim Hill called the Meeting to order at 5:30 p.m. on Thursday December 12, 2019. The Meeting was held at the Township Hall located at 621 Cliff Street, Battle Creek, MI 49014.  
The pledge of allegiance followed the opening.

**BOARD MEETING ATTENDANCE-**

Brown, Buller, Gunning, Myers, Myers-Malone, Dougherty, & Hill

**QUORUM PRESENT**

**APPROVAL OF AGENDA-**

*Add: Discussion on Assessor working from Florida for two consecutive months on his vacation. & Medical Marijuana Ordinance Amendment.*

*Remove: Wage Committee & Hazel Foundation Property.*

Motion 19-12-02 by Brown/Gunning to approve the Agenda with Additions/Subtractions.

Roll Call Vote: Buller, Gunning, Myers, Myers-Malone, Dougherty, Hill, & Brown **ALL YES**

**MOTION CARRIED**

Motion 19-12-03 by Buller/Gunning to approve the Consent Agenda.

Roll Call Vote: Gunning, Myers, Myers-Malone, Dougherty, Hill, Brown, and Buller **ALL YES**

**MOTION CARRIED**

Motion 19-12-04 by Gunning/Buller to approve the monthly check register.

Roll Call Vote: Myers, Myers-Malone, Dougherty, Hill, Brown, Buller, and Gunning **ALL YES**

**MOTION CARRIED**

**PRESENTATIONS-**

**DEPARTMENTAL VERBAL REPORTS-**

**Supervisor, Tim Hill-**

The Supervisor Presented; John Midgley from the Calhoun County Road Department spoke on the local road project. He stated that the attorneys from both the County and the Township are working on the Roads contract then the Roads contract will come back for Township Board approval once the contract is finished. Lakeland won the bid for 16% under the engineers estimate. They will start work pending the contract approval. Midgley answered questions about the D drive Bridge that they are hoping to have it open by Christmas, many delays made this a hard project, will not be 100% completed until Spring 2020. Midgley also stated that the County could have quarterly meetings with Townships (one on one).

**Clerk, Tracy Myers- Malone-**

Elections- We are in need of inspectors for the March 10th Presidential Primary (2020). Election Inspector Training on February 25th at Battle Creek City Hall at 2pm. If anyone is interested in becoming involved in your community this is a great way to meet new people and make some extra money. The 2 Year certification Training will be Wednesday June 24, 2020 at the Kellogg arena at 10am-noon. If you haven't signed up to be on our permanent absent voter list please consider it, come into the office to sign up or visit the website, [www.emmett.org](http://www.emmett.org) and follow the tabs; Township Government →Clerks Office →Elections Information

→Permanent Absent Voter List. The Clerks Department is gearing up for the Presidential Primary March 10, 2020. This is a different election where voters will have to choose a ballot style, republican or democrat, more information will be relayed to inform the registered voters of Emmett Township.

Cemetery- Please be respectful of others decorations at grave sites.

General- Myers-Malone is now the Vice President of the Calhoun County Clerks Association. The Marihuana Committee will be meeting on Tuesday January 7, 2020 at 6pm in the Township Board Room. The Council of Election Officials (CEO Committee) and Legislative Committee are a great new venture that I'm excited to be a part of the democratic process. Candidate packets are now available, please come see me in the office to pick up your packet. All 7 seats are up and will be elected by the people. Petitions are due back to the Clerk's Office by April 21, 2020 at 4pm. Candidates are welcome to FOIA lists of voters for canvassing which can also be found on the County's webpage.

**Marihuana Advisory Committee Report, Trustee Dougherty-** Myself, the Clerk, & the Supervisor were appointed to this advisory committee. We have had (2) two meetings so far, both were very informative. We would like more input from people; feedback of what they want in Emmett Township. Valuable discussion for both the pros and cons of Recreational Adult Use Marihuana. The Public voted this in, but we need to make a decision. Recommendations have been heard from none to (8) eight recreational marihuana. The City has already allowed recreational use. We will have to make a recommendation to the Board soon, but we want to do what is right for the community and the future of Emmett Township. We are leaving a legacy; let your voice be heard. The next meeting is January 7, 2020 at 6pm in the Board Room.

Committee member gave opinion on recreational, strongly opposed, doesn't want to overwhelm our task force and not be prepared.

### **Treasurer, Rachelle Myers-**

#### **TAXES:**

-Winter Bills have been mailed out and Township is currently accepting Both Summer and Winter payments. Please call ahead for Summer Balance owing since it is subject to penalty fees.

-When using the Drop Box please use the envelopes provided, remember to place only checks, no cash

-Recycling Cards are still available; please stop by the office to pick yours up

-Dog License are available online, visit Calhoun County's Web site. A list of available Vet Office is listed on the Emmett Twp Facebook website.

-Township Office hours are Monday-Thursday 7 am thru 4:30 pm, office is open during lunch hours.

-Township Office will be closed December 24th, December 25th, December 31st and January 1st

#### **SEWER:**

-American Public Works Award RECIPIENT for 2019

### **PLANNING & ZONING-**

Motion 19-12-05 by Myers/Gunning to appoint Steve Buller to the Zoning Board of Appeals (ZBA).

Roll Call Vote: Gunning, Myers, Myers-Malone, Dougherty, Hill, Brown, and Buller **ALL YES**

**MOTION CARRIED**

Motion 19-12-06 by Gunning/Dougherty to approve Conditional Use for Medical Marihuana Cultivation at 1130 North Raymond Road. (parcels #13-10-180-023-00 & 13-10-180-029-00).

Roll Call Vote: Myers, Dougherty, Brown, Gunning, Myers-Malone, Buller, & Hill **ALL YES**

### **Qualified:**

Dougherty (YES)- Not discussing what we want or don't want, it is here and we are legally bound. This has to be decided and it meets the qualifications.

**MOTION CARRIED**

Motion 19-12-07 by Myers/Buller to approve a Conditional Use & Site Plan Review for a carwash, parcel #13-10-030-011-18 with conditions that if there is a traffic impediment or problem that the license be revoked.

Roll Call Vote: Dougherty, Brown, Myers-Malone, Buller, Hill, & Myers

**SIX YES**

Gunning

**ONE NO**

**Qualified:**

Dougherty (YES)- This was a parking lot, someone is liable. Supports the business going in.

Buller (YES)- Clear that Meijer's is responsible; they own the outlot and maintain the parking lot. Businesses access through parking lots everywhere and everybody uses parking lots for access to other businesses for example Starbucks. How fast can you wash a car? The carwash business will not cause the problems it would be the existing businesses that use the parking lot as a drive (KCFCU and Sherwin Williams). The carwash is not in jeopardy. No proof of who caused the road problems.

Hill (YES)- Agrees with the business. Private roads, Meijer is responsible. Not worried about revoking license.

**MOTION CARRIED**

Motion 19-12-08 by Dougherty/Brown to approve Conditional Use & Site Plan Review for a Provisioning Center at 1770 East Columbia Avenue.

Roll Call Vote: Myers, Dougherty, Brown, Gunning, & Hill

**FIVE YES**

Myers-Malone & Buller

**TWO NOS**

**Qualified:**

Buller (NO)- Feels like were stepping on toes of the committee, wish we would have tabled this. These places employ a lot of people, but believes that we have reached our saturation point.

**MOTION CARRIED**

Motion 19-12-09 by Myers-Malone/Buller to approve waiver of Conditional Use Fee for a Community Building for the American Legion Post 257.

Roll Call Vote: Myers, Dougherty, Brown, Gunning, Myers-Malone, Buller, and Hill

**ALL YES**

**Qualified:**

Hill (YES)- Having military on that corner is a great cause. Supports whatever they need.

Dougherty (YES)- As an American legion member, veteran, and recipient of the purple heart he totally supports this cause! This is a wonderful thing, would love to help.

**MOTION CARRIED**

Motion 19-12-10 by Buller/Dougherty to extend (6) six-month request from the Dangerous Buildings as long as it stays on the market for 1414 East Michigan Avenue.

Roll Call Vote: Buller, Hill, Myers, Dougherty, Brown, Gunning, and Myers-Malone

**ALL YES**

**MOTION CARRIED**

Motion 19-12-11 by Brown/Dougherty to Demolish 15286 Ackerson Drive after verification that no one is living inside.

Motion 19-12-12 by Myers/Dougherty to withdrawal previous motion.

Roll Call Vote: Gunning, Myers-Malone, Buller, Hill, Myers, Dougherty, and Brown **ALL YES**  
**MOTION CARRIED**

Motion 19-12-13 by Brown/Gunning to table 15286 Ackerson Drive until January Board Meeting to give time for Interim Chief to make contact with the Owners of the property.

Roll Call Vote: Brown, Gunning, Myers-Malone, Buller, Hill, Myers, and Dougherty **ALL YES**  
**MOTION CARRIED**

Motion 19-12-14 by Buller/Brown to table 424 Wildwood Avenue from the Dangerous Buildings; to report next month to make sure the hole is filled in. Resident offered to help fill in the hole.

Roll Call Vote: Dougherty, Brown, Gunning, Myer-Malone, Buller, Hill, and Myers **ALL YES**  
**MOTION CARRIED**

Motion 19-12-15 by Gunning/Dougherty to let the County take 924 North Raymond Road off the Dangerous Buildings list of properties.

Roll Call Vote: Myers, Dougherty, Brown, Gunning, Myers-Malone, Buller, and Hill **ALL YES**

**Qualified:**

Buller (YES)- What if they pay the taxes, then what?

**MOTION CARRIED**

**ASSESSING-** Discussion of Assessor working form Florida for two consecutive months while on vacation.

**PUBLIC SAFETY-**

Calls for Service for November 2019	11/19	10/19
Complaints/ Calls for Service	738	773
Criminal Complaints	189	175
Total	927	948
Citations	65	74
Motor Carrier	24	43
Traffic Crashes	59	39
Arrests	34	42
Felony	6	6
Misdemeanor	28	36
Fire Calls	132	118

November continued keeping everyone busy doing investigations with almost 1000 calls for service. Fire response was more than October's, and due to the weather, we had many more traffic crashes that require a lot of manpower and man hours.

Traffic crashes take up a lot of time and manpower. Please remember with the cold weather and snow, to slow down and give yourself a little extra time and distance while traveling. We had quite a few comments this last

month about our response to calls for service on I-94. Remember that I94 runs right through Emmett Township, so enforcement and any incidents out on the highway between M-66 and Mile Marker 105, are still ultimately the Departments responsibility, so you will see officers out there.

November's fire training was skipped due to the Thanksgiving holiday. We are also skipping December due to Christmas.

I just want to remind everyone that this year's Shop with a Cop event will be on Saturday, 12/14. We will be holding it at the Woodland Church on Helmer Road. Officers from the 9 different Calhoun County Police departments will be taking 75 children out to Harper Village that morning to do some shopping and have some fun.

I hope everyone has a good month, and has a safe and Merry Christmas and a Happy New Year.

**RESOLUTIONS & PROCLAMATIONS-**

**UNFINISHED BUSINESS-**

Motion 19-12-16 by Myers-Malone/Myers to open bids for "Clerk of the Works" once criteria has been set.

Roll Call Vote: Brown, Gunning, Myers-Malone, Buller, Hill, Myers, & Dougherty **ALL YES**  
**MOTION CARRIED**

**NEW BUSINESS-**

Motion 19-12-17 by Myers/Dougherty to advertise the Public Safety Director Position in the MACP for a budget of \$200.

Roll Call Vote: Myers, Dougherty, Brown, Gunning, Myers-Malone, Buller, and Hill **ALL YES**  
**MOTION CARRIED**

Motion 19-12-18 by Myers-Malone/Myers to approve ~~Ordinance #3 of 2019~~ **Ordinance #4 of 2019**; Medical Marihuana Amendment.

Roll Call Vote: Hill, Myers, Dougherty, Brown, Gunning, Myers-Malone, and Buller **ALL YES**

**Qualified:**

Myers (YES)- This change should have been made months ago, hopefully we can get that number down where the Board voted it.

**MOTION CARRIED**

**PUBLIC COMMENTS-**

Resident thanked the Assessor for the job he does.

Resident works for the federal government for the IRS, the federal government is working on making Marihuana a lower-class drug that could be taxed so understand why Board members are worried about losing that tax money from recreational like they did with the Medical Marihuana. Three things that are bothersome; violence, drug driving, and minors.

Resident unaware of all the different types of uses of Marihuana.

Resident asked about Supervisors interview with WWMT, paying off the Road project with marihuana money? Is that legal?

Resident asked about the Advisory Committee for Marihuana and what the goal was during the moratorium.

Business owner has two applications in process for cultivation of Marihuana, has 1 million dollars already invested in this property.

Resident that owns property next to the Marihuana business owner stated that the 1 million dollars for the purchase of the property was his investment and the Board doesn't have to allow this.

**BOARD COMMENTS-**

Brown- None.

Dougherty- Elections are coming up. Recommendations for a newsletter were brought to his attention. Del-Rays old property removal needs to come back to the Board if they aren't going to remove the building from the property.

Myers-Malone- Happy that the Board passed the amendment to the Medical Marihuana Ordinance. Merry Christmas & Happy New Year.

Hill- We don't stay in Roberts Rules of Order, apologized to Deb Belles for confusion on Road Manager "Clerk of the Works". Merry Christmas & Happy New Year.

Myers- Happy that the numbers are in the Medical Marihuana Ordinance now. Happy to be on the Road Committee and get the Clerk of the Works criteria set. Happy Holidays.

Buller- Marihuana Processing Seminar was good but scary, hope we don't get any. Thanked the Board for the time he has been on the Consolidated Dispatch Authority, AMSA Board, ~~resigned~~ **term expired**. Happy Holidays.

Gunning- Road Committee Chair stated that very few Board Members came to the Committee Meetings, but wanted to make clear that he wanted to leave the decision up to the public, then vote on what the residents want done with the roads. Merry Christmas.

**ADJOURNMENT**

Motion 19-12-19 by Dougherty/Buller to adjourn at 8:41p.m.

Voice Vote

**ALL YES  
MOTION CARRIED**

*Timothy Hill, Supervisor  
Emmett Charter Township*

*Tracy Myers-Malone, Clerk  
Emmett Charter Township*

DECEMBER 2019 CHECK REGISTER

CHECK REGISTER FOR CHARTER TOWNSHIP OF EMMETT  
 CHECK DATE FROM 12/01/2019 - 12/31/2019  
 BOARD ACTION ITEM

Check Date	Bank	Check	Vendor Name	Description	Amount
Bank GFP GF POOL CHK - CHEMICAL					
12/04/2019	GFP	40820	BESCO WATER TREATMENT, INC.	ACCOUNT 0077751	15.75
				ACCOUNT 0077751	6.00
					<u>21.75</u>
12/04/2019	GFP	40821	CALHOUN COUNTY TREASURER	2019 AUCTION CHARGEBACKS 2016-18 TAX YEA	678.27
12/04/2019	GFP	40822	CTS TELECOM INC	ACCOUNT 00034112-6	1,083.99
12/04/2019	GFP	40823	EMMETT TOWNSHIP TREASURER	2019 WINTER TAXES	295.80
12/04/2019	GFP	40824	HYDROCORP	JOB NUMBER 7644-00	377.00
12/04/2019	GFP	40825	MATT FULLER	CANCELED BUILDING PERMIT	535.00
12/04/2019	GFP	40826	RACHELLE MYERS, DC	MILEAGE	22.43
12/04/2019	GFP	40827	VERIZON WIRELESS	ACCOUNT 942229913-00001	1,140.02
12/04/2019	GFP	40828	WEX BANK	ACCOUNT 0462-00-394943-5	3,091.51
				Total For 12/04/2019:	<u>7,245.77</u>
12/13/2019	GFP	40830	ALLEGRA PRINT & IMAGING	STUFF SEAL, BOTTOM FLAP ENVELOPE; TAX BI	650.92
12/13/2019	GFP	40831	CEREAL CITY AUTO PARTS, INC.	OIL DRY & ICE MELT	159.80
12/13/2019	GFP	40832	CONSUMERS ENERGY	ACCOUNT 1000 5878 0436	1,168.90
				ACCOUNT 1000 0018 0602	2,528.13
				ACCOUNT 1030 2389 3086	6,667.58
				ACCOUNT 1000 5401 8195	346.60
					<u>10,711.21</u>
12/13/2019	GFP	40833	CONTINENTAL LINEN SERVICE	ACCOUNT 429480-00000	115.39
				INV 2580220-00 ACCOUNT 429633-00000	100.68
					<u>216.07</u>
12/13/2019	GFP	40834	CTI MECHANICAL	PARTS AND LABOR FOR 8" BUTTERFLY DAMPER	169.00
12/13/2019	GFP	40835	DAVID CUNNINGHAM	ELEC/PLAN	797.04
12/13/2019	GFP	40836	EMMETT TOWNSHIP P.S.O. ASSN.	CHECK 26509 R# 40331 - WRONG ENTITY RECE	50.00
12/13/2019	GFP	40837	FIRST BANKCARD	PREP WORK FOR TRUCK TREATMENT	15.00
				OFFICE SUPPLIES; STICKY NOTES, PAPER TOW	72.06
					<u>87.06</u>
12/13/2019	GFP	40838	M.M.R.M.A.	R0001175	15,000.00
				POLICY M0001175	22,024.00
					<u>37,024.00</u>
12/13/2019	GFP	40839	MENARDS - BATTLE CREEK	ACCOUNT 31510301	22.86
				ACCOUNT 31510301	21.02
				ACCOUNT 31510301	15.36
					<u>59.24</u>
1/13/2019	GFP	40840	MI OFFICE SOLUTIONS	ACCOUNT EC04 / CONTRACT CN19449-01	121.72
1/13/2019	GFP	40841	MICHIGAN ASSESSORS ASSN.	MIKE AND JACOB MAA DUES	200.00
1/13/2019	GFP	40842	MID MICH ASSOC ASSESS OFFICERS	M.M.A.A.O. DUES MIKE & JACOB	40.00
1/13/2019	GFP	40843	NASRO	2019 NASRO 40 HOUR COURSE- PIERCE/MACKEY	990.00
1/13/2019	GFP	40844	PCM	PRINTER CARTRIDGES	330.06
1/13/2019	GFP	40845	PERSONNEL CONCEPTS	2020 WORKPLACE POSTERS	15.85
1/13/2019	GFP	40846	PNC BANK, N.A.	OBLIGATION 606349494 / OBLIGOR 34845543	2,823.55

CHECK REGISTER FOR CHARTER TOWNSHIP OF EMMETT  
 CHECK DATE FROM 12/01/2019 - 12/31/2019  
 BOARD ACTION ITEM

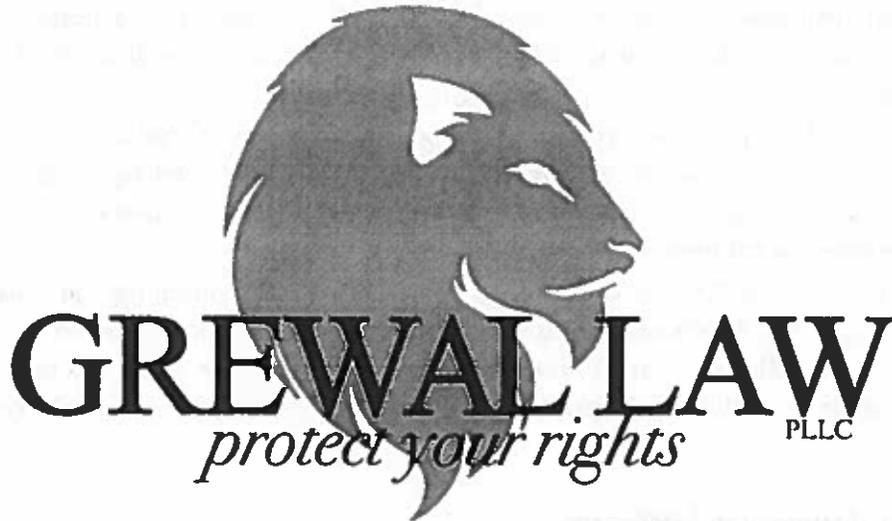
Check Date	Bank	Check	Vendor Name	Description	Amount
12/13/2019	GFP	40847	R. E. BUSHEE	PLUMB/PLAN/PINV	906.08
12/13/2019	GFP	40848	REPUBLIC SERVICES #249	ACCOUNT # 3-0249-1022984	333.75
12/13/2019	GFP	40849	SIEGFRIED CRANDALL PC	CLIENT ID 3168	1,500.00
12/13/2019	GFP	40850	SIMS HEATING & COOLING SERVICE	STATION # 2 FURNACE DUCTS CLEANING	193.00
12/13/2019	GFP	40851	STEVEN RAY BULLER	MECH/BUILD/PLAN/PINV	4,333.70
12/13/2019	GFP	40852	TRANSUNION	PERSONAL INFORMATION SEARCH NOV 2019	50.00
12/13/2019	GFP	40853	WILLS AUTO SERVICE	BLOWER MOTOR - UNIT 153	245.47
Total For 12/13/2019:					62,007.52
12/18/2019	GFP	40854	ACCIDENT FUND COMPANY	POLICY # WCV 6029568 12 03 9009152	4,647.30
12/18/2019	GFP	40855	BATTLE CREEK CITY TREASURER	ACCOUNT 80565-001	172.31
12/18/2019	GFP	40856	BATTLE CREEK SHOPPER NEWS	SHOPPER - AD E CITIES	615.60
12/18/2019	GFP	40857	BESCO WATER TREATMENT, INC.	ACCOUNT 0077751	25.25
				ACCOUNT 0077751	20.50
					45.75
12/18/2019	GFP	40858	BOLLE CONTRACTING, LLC	170 ROOK DEMO BOARD APPROVED 2/14/19	8,100.00
12/18/2019	GFP	40859	BRANDI DESHON	NOVEMBER AND DECEMBER 2019	11.76
				CERTIFIED MAIL DB	59.50
					71.26
12/18/2019	GFP	40860	CITY OF BATTLE CREEK	ANNUAL WATERSHED MGMT ASSO. PARTNER ASSE	600.00
12/18/2019	GFP	40861	CITY OF BATTLE CREEK	CONSUMERS ENERGY WORK FOR NEW LIFT STATI	2,657.55
12/18/2019	GFP	40862	CONTINENTAL LINEN SERVICE	EQUIPMENT DELIVERY/SERVICE	35.00
12/18/2019	GFP	40863	FREIGHTLINER OF KALAMAZOO	REPLACE DRIVE SHAFT- TANKER 7	55.50
12/18/2019	GFP	40864	GALLS, LLC.	ACCOUNT 5421151	210.23
12/18/2019	GFP	40865	HERITAGE CLEANERS	NOV 2019 DRY CLEANING	84.00
12/18/2019	GFP	40866	INTERNATIONAL CODE COUNCIL INC	APPLY CODES TO CANNABIS FACILITIES	83.85
12/18/2019	GFP	40867	JOHN R. BRUNNER	CEMETERY MAINTENANCE	2,266.67
12/18/2019	GFP	40868	MEDMUTUAL LIFE	GROUP NUMBER 343270-100	124.49
12/18/2019	GFP	40869	MENARDS - BATTLE CREEK	INV 50382	114.79
				PURCHASED IN STORE- 12/06/19	147.39
				PURCHASED IN STORE- 11/25/19	20.83
					283.01
12/18/2019	GFP	40870	MICHAEL R. KLUCK & ASSOCIATES	BULLER CASE	5,847.26
12/18/2019	GFP	40871	MICHIGAN STATE POLICE-CASHIERS OFF	SOR FEES NOV 2019	30.00
				TOKEN FEES 10/1/2019 - 12/31/2019	66.00
					96.00
12/18/2019	GFP	40872	PITNEY BOWES GLOBAL FINANCIAL SERV	ACCOUNT 0011645360	520.77
12/18/2019	GFP	40873	REMINGTON'S CAR WASH	NOV 2019 CAR WASHES	45.50
12/18/2019	GFP	40874	SEMCO ENERGY GAS COMPANY	ACCOUNT 0288869.501	99.08
				ACCOUNT 0288696.506	597.54
				ACCOUNT 0288700.505	130.65
					827.27
12/18/2019	GFP	40875	STAPLES CREDIT PLAN	ACCOUNT 6011 1000 7096 753	92.00
				ACCOUNT 6011 1000 7096 753	124.85
				BINDER CLIPS STAPLES LEGAL PAPER	78.63
				INV 2390575131 AND INV 2391186981 ACCOUN	198.34
				INV 2391649921 ACCOUNT 6011 1000 7096 75	254.69

CHECK REGISTER FOR CHARTER TOWNSHIP OF EMMETT  
 CHECK DATE FROM 12/01/2019 - 12/31/2019  
 BOARD ACTION ITEM

Check Date	Bank	Check	Vendor Name	Description	Amount
					748.51
12/18/2019	GFP	40876	USA TODAY NETWORK	ACCOUNT 159323	608.64
12/18/2019	GFP	40877	WILLS AUTO SERVICE	16K SERVICE NEW 2019 SQUAD 7	793.21
				1 USED TIRE- UNIT 161	88.00
				12K SERVICE- UNIT 192	84.51
				NEW BATTERY UNIT # 171	248.30
				56K SERVICE - 1 NEW TIRE- UNIT 161	332.47
				NEW BATTERY- UNIT 172	203.80
					<u>1,750.29</u>
				Total For 12/18/2019:	30,496.76
12/27/2019	GFP	40883	BATTLE CREEK CITY TREASURER	ACCOUNT 42601-002	120.57
12/27/2019	GFP	40884	BLUE CROSS BLUE SHIELD OF MICH	GROUP 007015151 DIVISION 0000	4,410.54
				GROUP 007015151 DIVISION 0001	12,439.32
				GROUP 007015151 DIVISION 0002	19,320.71
					<u>36,170.57</u>
12/27/2019	GFP	40885	CALHOUN COUNTY CONS DISPATCH ATH	1ST QUARTER CALLS FOR SERVICE	39,330.24
12/27/2019	GFP	40886	COMCAST	ACCOUNT 8529 11 368 0033137	74.90
12/27/2019	GFP	40887	DAVID CUNNINGHAM	ELECTRICAL/PLAN	1,424.34
12/27/2019	GFP	40888	GRIFFIN PEST SOLUTIONS, INC.	WORK LOCATION 200408	78.00
12/27/2019	GFP	40889	MI OFFICE SOLUTIONS	ACCOUNT EC04	190.35
12/27/2019	GFP	40890	MUMFORD, SCHUBEL, NORLANDER,	ACCOUNT 25935-00M	8,534.00
12/27/2019	GFP	40891	R. E. BUSHEE	PLUMBING/PLAN	299.68
12/27/2019	GFP	40892	STEVEN RAY BULLER	MECH/BUILD/PLAN/PINV	4,157.27
					<u>4,157.27</u>
				Total For 12/27/2019:	90,379.92
GFP TOTALS:					
Total of 67 Checks:					190,129.97
Less 0 Void Checks:					0.00
Total of 67 Disbursements:					<u>190,129.97</u>

Check Date	Bank	Check	Vendor Name	Description	Amount
Bank TAX-C TAX - CHEMICAL BANK					
12/03/2019	TAX-C	7903	BATTLE CREEK PUBLIC SCHOOLS	DISBURSEMENT #9; 10/31/19-11/13/19	442.13
12/03/2019	TAX-C	7904	CALHOUN COUNTY TREASURER	DISBURSEMENT #9; 10/31/19-11/13/19	3,866.98
12/03/2019	TAX-C	7905	CALHOUN INTERMED. SCHOOL DIST.	DISBURSEMENT #9; 10/31/19-11/13/19	1,063.76
12/03/2019	TAX-C	7906	HARPER CREEK SCHOOLS	DISBURSEMENT #9; 10/31/19-11/13/19	4,540.26
12/03/2019	TAX-C	7907	KELLOGG COMMUNITY COLLEGE	DISBURSEMENT #9; 10/31/19-11/13/19	614.04
Total For 12/03/2019:					10,527.17
12/12/2019	TAX-C	7908	BATTLE CREEK PUBLIC SCHOOLS	DISBURSMENT #10; 11/13/19 THRU 11/26/19	153.82
12/12/2019	TAX-C	7909	CALHOUN COUNTY TREASURER	DISBURSEMENT #10; 11/13/19 THRU 11/26/19	7,505.84
12/12/2019	TAX-C	7910	CALHOUN INTERMED. SCHOOL DIST.	DISBURSEMENT #10; 11/13/19 THRU 11/26/19	2,064.73
12/12/2019	TAX-C	7911	HARPER CREEK SCHOOLS	DISBURSEMENT #10; 11/13/19 THRU 11/26/19	9,091.48
12/12/2019	TAX-C	7912	KELLOGG COMMUNITY COLLEGE	DISBURSEMENT #10; 11/13/19 THRU 11/26/19	1,191.91
Total For 12/12/2019:					20,007.78
12/17/2019	TAX-C	7913	DEVON TITLE AGENCY	2019 UTILITIES OWING; NEED TO BE PAID TO	950.56
Total For 12/17/2019:					950.56
<b>TAX-C TOTALS:</b>					
Total of 11 Checks:					31,485.51
Less 0 Void Checks:					0.00
Total of 11 Disbursements:					31,485.51
<b>REPORT TOTALS:</b>					
Total of 78 Checks:					221,615.48
Less 0 Void Checks:					0.00
Total of 78 Disbursements:					221,615.48

**Planning for Adult-Use Marihuana Facilities:**  
**Responsible Approaches to Regulation and**  
**Community Investment**



**EMMETT CHARTER TOWNSHIP**  
**MARIHUANA COMMITTEE MEETING**  
**JANUARY 7, 2020 – 6:00 P.M.**

Prepared by:

**John W. Fraser, Esq.**  
Grewal Law PLLC  
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Okemos, MI 48864  
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Fax: (517) 393-3003  
E: [jfraser@4grewal.com](mailto:jfraser@4grewal.com)  
W: [www.4grewallaw.com](http://www.4grewallaw.com)



Grewal Law PLLC  
2290 Science Parkway  
Okemos, MI 48864  
(517) 393-3000

### **Who We Are and How We Can Help:**

- Attorney John W. Fraser at Grewal Law PLLC is recognized as a leader in the area of Michigan cannabis law. Mr. Fraser is currently the Chair-Elect of the State Bar of Michigan's Marijuana Law Section. In addition, Mr. Fraser is also an Adjunct Professor of Law at Western Michigan University Cooley Law School where he teaches Marijuana Law. Mr. Fraser is regularly invited to present on marijuana law issues across the State of Michigan. Law enforcement agencies, prosecuting attorneys, and state and local governments have also consulted with Mr. Fraser due to his expertise in this field.
- Grewal Law PLLC is pleased to represent Suhasons Investments LLC. Suhasons Investments LLC has received state approval and approval from Emmett Charter Township to operate a medical marijuana provisioning center at 11280 East Michigan Avenue. Suhasons Investments LLC anticipates opening for business in the Spring of 2020.
- Our goal is to educate Emmett Charter Township's Marijuana Committee and Township Board regarding Adult-Use Marijuana Facilities pursuant to the Michigan Regulation and Taxation of Marijuana Act ("MRTMA") and to encourage Emmett Charter Township to adopt an ordinance to permit adult-use facilities in a manner that is responsible and responsive to the concerns of its residents.

### **Recreational Marijuana in Michigan:**

- In November 2018, Michigan voters approved Proposal 1, which became the Michigan Regulation and Taxation of Marijuana Act. The MRTMA legalized recreational use, possession, and cultivation of marijuana for adults in Michigan over the age of 21. It also established a regulatory regime for commercial recreational marijuana businesses.
- Notably, Emmett Charter Township residents voted in favor of MRTMA with 2,384 votes in favor compared to 2,092 votes against.

### **Municipalities' Roles in Regulating Commercial Marijuana Businesses:**

- The voters in adopting the MRTMA specifically delegated the power to local municipalities to determine whether to allow marijuana facilities within their jurisdictions.
- The MRTMA gives municipalities the ability to restrict and regulate what recreational marijuana businesses may be permitted.
- A municipality has the authority to determine:
  - (1) Whether to allow any facilities at all;
  - (2) Which facilities may be located within the jurisdiction;
  - (3) How many of each type of facility may be located within the jurisdiction;
  - (4) Where facilities may be located within the jurisdiction; and
  - (5) General time, place, and manner restrictions for operation of the facility.
- Obtaining a license to operate a facility is a 2-step process, which requires the applicant to obtain approval from both the municipality and the Marijuana Regulatory Agency ("MRA") to legally operate.



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Okemos, MI 48864  
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### **Categories of Facilities Authorized Under the MRTMA:**

1. **Growers** - commercial entity located in this state that cultivates, dries, trims, or cures and packages marijuana for sale to a processor or provisioning center. The MRTMA has 3 categories of grower licenses:
  - a. Class A – 100 plants
  - b. Class B – 500 plants
  - c. Class C – 2,000 plants
2. **Processors** - commercial entity located in this state that purchases marijuana from a grower and that extracts resin from the marijuana or creates a marijuana-infused product for sale and transfer in packaged form to a provisioning center.
3. **Retailers** - commercial entity located in this state that purchases marijuana from a grower or processor and sells, supplies, or provides marijuana or marijuana products at retail.
4. **Safety Compliance Facility** - commercial entity that receives marijuana from a marijuana facility or registered primary caregiver, tests it for contaminants and for tetrahydrocannabinol and other cannabinoids, returns the test results, and may return the marijuana to the marijuana facility.
5. **Secured Transporter** - commercial entity located in this state that stores marijuana and transports marijuana between marijuana facilities for a fee.
6. **Microbusiness** – This license is very similar to Micro Brewer license. It permits the entity to cultivate up to 150 marijuana plants, to process those plants, and to sell the marijuana and marijuana products that are cultivated or produced on site. This license is not authorized to sell marijuana products to any other marijuana facility nor is it permitted to acquire product from any other facility.
7. **Designated Consumption Lounges** – commercial space that is licensed and authorized to permit adults age 21 and up to consume marijuana products on the premises.
8. **Marihuana Event Organizer** – license that permits a person to apply for temporary marihuana event licenses.
9. **Temporary Marihuana Event License** – A license held by a Marihuana Event Organizer for an event where the onsite sale or consumption of marihuana products, or both, are authorized at the location for specific dates.

### **Municipal Benefits of Ordinance Adoption:**

- **Job Creation.** By most industry estimates, the recreational marijuana market in Michigan is likely to generate more than \$1 Billion in retail sales in its first year. With this level of revenue, there is great opportunity for employment not just directly in the cultivation, processing, and sale of medical marijuana, but also in connected industries, such as agricultural industries. Moreover, employment opportunities in the marijuana industry have traditionally come with significant wages even for entry level positions, typically in the neighborhood of \$15/hour or more.
- **Re-development Opportunities.** Municipalities have the authority to dictate where these businesses may be located. The MRTMA, like the Medical Marihuana Facilities Licensing Act (“MMFLA”), presents an opportunity to revitalize business districts that have been difficult to gain consistent and sustained commercial occupancy and to spark new growth in a particular area.



- **Application Fees.** The MRTMA authorizes a municipality to charge an application fee of \$5,000.00 per applicant for license.
- **Elimination of Medical Facilities Municipal Revenue Sharing.** Importantly, the 2016 Medical Marijuana Facilities Licensing Act contained municipal revenue sharing provisions that would be funded by a 3% excise tax that would be assessed at the point of sale at provisioning centers. However, the MMFLA's 3% excise tax was rescinded pursuant to the language of the statute following the enactment of the MRTMA.
  - As a result, Emmett Charter Township will not realize any additional revenue from the licensed medical marijuana facilities that operate within its boundaries unless the Township adopts an ordinance to permit recreational facilities or the Michigan legislature amends the MMFLA.
- **Excise Tax Sharing.** The MRTMA imposes a 10% excise tax at the point of sale for all marijuana products sold at retail. This tax revenue will be distributed as follows:
  - For at least the first two years, at least \$20M annually will go to fund research on the efficacy of marijuana to treat medical conditions suffered by veterans and to prevent veteran suicide.
  - 15% to municipalities in which a marijuana retail store or a microbusiness is located, allocated in proportion to the number of retail stores or microbusinesses within the municipality.
  - 15% to counties in which a marijuana retail store or a microbusiness is located, allocated in proportion to the number of retail stores or microbusinesses within the county.
  - 35% to the school aid fund to be used for K-12 education.
  - 35% to the Michigan transportation fund to be used to repair and maintain roads and bridges.

#### **Considerations for Emmett Charter Township:**

- Emmett Charter Township is the gateway to Southwest Michigan. Due to its convenient location near the I-69 and I-94 interchange, Emmett Charter Township has a unique geographic opportunity in this space. The presence of attractions such as Firekeepers Casino and Hotel makes the Township a destination as opposed to just a stop along the way from Detroit to Chicago.
- An ordinance that permits existing medical marijuana facilities to transition to recreational facilities comports with existing zoning and planning considerations.
- In addition, the Township should consider permitting a limited number of Designated Consumption Establishments that are contiguous with existing retail facilities.
  - Designated Consumption Establishments are required by state law to monitor patrons for overconsumption.
  - By providing citizens with a designated place where they can safely consume cannabis products, public intoxication and use of cannabis products, including common concerns such as odor, can be mitigated or potentially eliminated.
- Unless the Township envisions or desires to be the site of marijuana-related events, such as Cannabis Cup, it can prohibit licenses for Marijuana Event Organizers and Temporary Marijuana Events.



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- As the Township already has established retailers, the Township should consider limiting or prohibiting Microbusinesses. This license is probably more appropriate for areas that are unable to sustain full-service retail establishments.
- The tax revenue generated by the MRTMA has the potential to be substantial. With only a limited number of recreational facilities licensed and operational since December 1, 2019, Michigan has already eclipsed \$1.7M in sales. Incredibly, much of these sales have been generated from just 3 retail stores. As the number of licensed facilities increases and as Michigan moves to implementing licensing for recreational marijuana facilities, annual retail sales of marijuana and marijuana products will likely exceed \$1B. With the 10% excise tax imposed by MRTMA, this means additional tax revenue of approximately \$100M, with 30% earmarked to go back to local municipal and county governments. Practically speaking, this could be substantial tax revenue to permit funding of projects for the public benefit of citizens, such as funding for parks. In Colorado, which has similar local revenue sharing provisions, communities have used the tax revenue from marijuana establishments to fund projects such as college scholarships for low income families, renovating municipal facilities, and construction of new parks and public recreation centers.

**Moving Forward:**

- We realize that the subject of marijuana can be a very sensitive issue. We look forward to continuing to develop a relationship moving forward and look forward to working with you. If the Committee or Township Board is interested in learning more, our team would be happy to meet with you to discuss these issues in greater detail.

**Thank you for your time and consideration.  
Please feel free to contact us if we can be of assistance.**



**Clerks Department Report:**  
**January 9, 2020**

Elections-

We are in need of inspectors for the March 10<sup>th</sup> Presidential Primary (2020).

Election Inspector Training on February 25<sup>th</sup> at Battle Creek City Hall at 2pm. If anyone is interested in becoming involved in your community this is a great way to meet new people and make some extra money.

The 2 Year certification Training will be Wednesday June 24, 2020 at the Kellogg arena at 10am-noon.

If you haven't signed up to be on our permanent absent voter list please consider it, come into the office to sign up or visit the website, [www.emmett.org](http://www.emmett.org) and follow the tabs; Township Government → Clerks Office → Elections Information → Permanent Absent Voter List.

This department is gearing up for the Presidential Primary March 10, 2020. This is a different election where voters will have to choose a ballot style, republican or democrat.

Registered Voters that are on the Permanent Absent Voter Application list will be receiving a postcard in the month of January that will need to be returned to the office in order to receive your ballot.

Cemetery-

Please be respectful of others decorations.

General-

Candidate packets are now available, please come see me in the office to pick up your packet. All 7 seats are up and will be elected by the people. Petitions are due back to the Clerks Office by April 21, 2020 at 4pm. Candidates are welcome to FOIA lists of voters for canvassing which can also be found on the Counties webpage.

## **Treasurer Department Report: January 9th ,2020**

### **TAXES:**

- Winter Bills have been mailed out and Township is currently accepting Both Summer and Winter payments. Please call ahead for Summer Balance owing since it is subject to penalty fees.
- February 18<sup>th</sup> is the last day to pay Winter Tax 2019 without Penalties. Any payments made after February 18<sup>th</sup> will be subject to late fees/ Penalty. Last Day to pay Taxes at Township is March 2<sup>nd</sup>.
- When using the Drop Box please use the envelopes provided, remember to place only checks, no cash
- Recycling Cards are still available; please stop by the office to pick yours up
- Dog License are available online, visit Calhoun County's Web site. A list of available Vet Office is listed on the Emmett Twp FB site.
- Township Office hours are Monday-Thursday 7 am thru 4:30 pm, office is open during lunch hours.
- Township Administration Office will be closed January 21<sup>st</sup> in Observance of Martin Luther King Jr. Day

### **SEWER:**

- Saving of ½ of Electrical Bill on Pump Station #39 (11 Mile Rd/Michigan Ave) since Cleaning done

*Rachelle Myers, DC*

**Emmett Charter Township Treasurer**



# MINUTES

## Special Board Meeting

9:00 AM - Thursday, January 23, 2020  
Board Room

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The Special Board Meeting of the Charter Township of Emmett was called to order on Thursday, January 23, 2020, at 9:00 AM, in the Board Room, with the following members present:

**PRESENT:** Supervisor Timothy Hill, Trustee Dick Brown, Trustee Pat Dougherty, Trustee Tom Gunning, Treasurer Rachelle Myers, and Clerk Tracy Myers-Malone

**EXCUSED:** Trustee Steve Buller

### 1. CALL TO ORDER

### 2. PLEDGE OF ALLEGIANCE

### 3. APPROVAL OF AGENDA---ACTION ITEM

- a) Approval of the Agenda

**Motion-1-15-2020** by Myers/Brown to approve the Agenda.

**Yes:** Supervisor Hill, Trustee Brown, Trustee Dougherty, Trustee Gunning, Treasurer Myers, and Clerk Myers-Malone

**CARRIED 6-0 on a Roll Call Vote**

### 4. SPECIAL MEETING BUSINESS

- a) Closed Session with attorney Tom Derderian to discuss pending litigation.

**Motion-1-16-2020** by Brown/Dougherty to approve going into closed session with attorney Tom Derderian to discuss pending litigation at 9:05 a.m.

**Yes:** Supervisor Hill, Trustee Brown, Trustee Dougherty, Trustee Gunning, Treasurer Myers, and Clerk Myers-Malone

**CARRIED 6-0 on a Roll Call Vote**

**Motion-1-17-2020** by Myers/Gunning to approve coming out of closed session with attorney Tom Derderian at 10:32 a.m.

**Yes:** Supervisor Hill, Trustee Brown, Trustee Dougherty, Trustee Gunning, Treasurer Myers, and Clerk Myers-Malone

**CARRIED 6-0 on a Roll Call Vote**

**5. PUBLIC COMMENTS---(3 MIN)**

No Public Comments.

**6. BOARD COMMENTS**

Brown: None.

Dougherty: The Court dismissed the case, but they can still appeal.

Myers-Malone: None.

Hill: None.

Myers: Thanked Tom Derderian! Answers will be coming at the next Board meeting.

Buller: Excused.

Gunning: None.

**7. ADJOURNMENT---ACTION ITEM**

a) Motion to Adjourn.

**Motion-1-18-2020** by Hill/Gunning Motion to adjourn at 10:36 a.m.

VOICE VOTE- ALL YES

**CARRIED**

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Township Clerk, Tracy Myers-Malone

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Township Supervisor, Timothy Hill

\*\*IN THE CURRENT PROCESS OF ADJUSTING TO ACTUAL\*\*  
 SWITCHING OVER TO COMPUTERIZED REPORT INSTEAD OF MANUALLY RECORDED REPORT  
 \*\*\*USING AUDITED TRIAL BALANCE AS OF 3/31/2018 AS BASE\*\*\*  
 \*\*\*\*\*Subject to Completion of Bank Reconciliations\*\*\*\*\*

<b>Treasurers Report</b>	<b>Jan-20</b>
<b>GENERAL FUND</b>	
Open Bal.	2,306,631.24
Operational Receipts	\$70,920.10
Trans. In From _____ PS & SAN	
Interest	\$491.43
Total Receipts/Transfer In	\$71,411.53
Operational Expenses	\$ 177,067.72
Transfer Out to _____ P.S.	0.00
Total Expense/Transfer Out	\$ 177,067.72
<b>Month End Bal.</b>	<b>\$2,200,975.05</b>
running total	\$2,200,975.05
(should be 0 by month end)	\$0.00
 <b>SW EMMETT SEWER &amp; WATER</b>	
OPEN BAL.	\$144,738.15
CD BAL	\$ 578,757.45
Operational Receipts	\$ -
Account Interest	12.05
CD Interest *7884/*7868	8.74
Total Receipts	\$ 578,778.24
Operational Expenses	\$ -
Transfer Out To _____ CD"S	
Total Expense/Transfer Out	\$ -
<b>Month End Bal.</b>	<b>\$723,516.39</b>
CD and Interest total	\$ 578,766.19
running total	\$ 144,750.20
(should equal to CD/CD interest Balance by month end)	\$578,766.19
 <b>SANITATION FUND</b>	
Open Bal.	1,944,822.16
Operational Receipts	48158.71
Transfers In From _____ SAW GRANT	0
Total Receipts	\$ 48,158.71
Operational Expenses	\$ 195,239.26
Transfer To _____ Proj V	
Total Expenses/Transfer Out	\$ 195,239.26
<b>Month End Bal.</b>	<b>\$ 1,797,741.61</b>
running total	\$ 1,797,741.61
(should be 0 by month end)	\$ -

**PROJECT V SEWER**

Open Bal.		-225,605.23
Operational Receipts		0.00
Transfer In From _____	GF	
Total Receipts		0
Operational Expenses		0.00
Transfer Out To _____		
Total Expenses/Transfer Out		0.00
<b>Month End Bal.</b>		<b>\$ (225,605.23)</b>
running total		\$ (225,605.23)
(should be 0 by month end)		\$ -

**DRUG/FORFEITURE FUND**

Open Bal.		35,982.79
Operational Receipts		0.00
Operational Expenses		127.88
<b>Month End Bal.</b>		<b>\$ 35,854.91</b>
running total		\$ 35,854.91
(should be 0 by month end)		\$ -

**PUBLIC SAFETY FUND**

Open Bal.		-466,600.45
Operational Receipts		\$ 57,360.17
Transfer In From _____		
Total Receipts/Transfers In		\$ 57,360.17
Operational Expenses		\$ 160,237.00
Transfers Out To _____		
Total Disbursements/Transfer Out		\$ 160,237.00
<b>Month End Bal.</b>		<b>\$ (569,477.28)</b>
running total		\$ (569,477.28)
(should be 0 by month end)		\$ (0.00)

**PUBLIC SAFETY EXTRA**

Open Bal.		481,045.47
Operational Receipts		\$ -
Transfer In From _____		\$ -
Total Receipts/Transfer In	Load	\$ -
Operational Expenses		\$ 6,397.02
Transfer Out To _____	PS	
Total Expenses/Transfers Out		\$ 6,397.02
<b>Month End Bal.</b>		<b>\$ 474,648.45</b>
running total		\$ 474,648.45
(should be 0 by month end)		\$ -

**BEADLE LAKE WEED**

Open Bal.		2,780.78
Operational Receipts	\$	-
Transfers In From _____		
Total Receipts/Transfers In	\$	-
Operational Expenses	\$	-
Transfer Out To _____		
Total Expenses/Transfer Out	\$	-
<b>Month End Bal.</b>	<b>\$</b>	<b>2,780.78</b>
running total	\$	2,780.78
(should be 0 by month end)	\$	-

**ECON DEV. COPR**

Open Bal	\$	1,463.49
Rec.	\$	-
Trans from GF		
Total Rec/Trans In	\$	-
Expenses	\$	-
Trans Out		
Total Exp/Trans Out	\$	-
<b>Month End Bal</b>	<b>\$</b>	<b>1,463.49</b>
running total	\$	1,463.49
(should be 0 by month end)	\$	-

**Public Safety Explosive-Bomb K9**

Open Bal	\$	21,802.53
Rec.	\$	-
Trans from GF		
Total Rec/Trans In	\$	-
Account Interest	\$	27.70
Expenses	\$	-
Trans Out		
Total Exp/Trans Out	\$	-
<b>Month End Bal</b>	<b>\$</b>	<b>21,830.23</b>
running total	\$	21,830.23
(should be 0 by month end)	\$	-

CASH SUMMARY BY FUND FOR CHARTER TOWNSHIP OF EMMETT  
 FROM 01/01/2020 TO 01/31/2020  
 FUND: 101 205 206 211 230 246 592 701 703 883  
 CASH AND INVESTMENT ACCOUNTS

Fund	Description	Beginning Balance 01/01/2020	Total Debits	Total Credits	Ending Balance 01/31/2020
101	GENERAL OPERATING FUND	2,283,289.77	70,920.10	157,150.03	2,197,059.84
205	PUBLIC SAFETY FUND	(467,461.64)	57,470.15	159,475.79	(569,467.28)
206	PUBLIC SAFETY SPECIAL REVENUE FUND	502,848.00	0.00	6,397.02	496,450.98
211	DRUG FUNDS	35,982.79	0.00	127.98	35,854.81
230	BEADLE LAKE WEED CONTROL	3,489.82	0.00	0.00	3,489.82
246	TOWNSHIP CAPITAL IMPROVEMENT	1,463.49	0.00	0.00	1,463.49
592	WATER AND SEWER FUND	2,660,098.72	48,158.71	195,239.26	2,513,018.17
701	TRUST & AGENCY FUNDS	66,814.19	90.00	200.00	66,704.19
703	CURRENT TAX COLLECTION FUND	2,565,931.50	667,063.14	1,524,158.90	1,708,835.74
883	PROJ. #5 SPEC. ASSESS. FUND	(225,605.23)	0.00	0.00	(225,605.23)
	TOTAL - ALL FUNDS	7,426,851.41	843,702.10	2,042,748.98	6,227,804.53

JANUARY 2020 CHECK REGISTER

CHECK REGISTER FOR CHARTER TOWNSHIP OF EMMETT  
 CHECK DATE FROM 01/01/2020 - 01/31/2020  
 BOARD ACTION ITEM

Check Date	Bank	Check	Vendor Name	Description	Amount
Bank GFP GF POOL CHK - CHEMICAL					
01/10/2020	GFP	40894	BESCO WATER TREATMENT, INC.	ACCOUNT 0077751 ACCOUNT 0077751 ACCOUNT 0077751 ACCOUNT 0077751	15.75 6.00 14.25 20.50 <u>56.50</u>
01/10/2020	GFP	40895	BRANDI DESHON	CELL PHONES OCT-DEC	150.00
01/10/2020	GFP	40896	CALHOUN COUNTY ROAD DEPARTMENT	MI TRANSPORTATION FUND NOTE SERIES 2015	24,374.55
01/10/2020	GFP	40897	CIVIL ENGINEERS, INC.	LIFT STATION #44 EMMETT RD IMPROVEMENTS 6 MILE RD APARTMENTS SITE PLAN REVIEW AMSTERDAM PROVISIONING SITE PLAN LRSB - WATER LOOP STUDY/ MASTER PLAN	2,376.25 806.25 211.25 625.00 3,905.00 <u>7,923.75</u>
01/10/2020	GFP	40898	COMCAST	ACCOUNT 8529 11 368 0033145	44.33
01/10/2020	GFP	40899	CONSUMERS ENERGY	ACCOUNT 1000 0018 0602 ACCOUNT 1030 2389 3086	2,488.48 6,835.49 <u>9,323.97</u>
01/10/2020	GFP	40900	CONTINENTAL LINEN SERVICE	INV 2602841-00 ACCOUNT 429633-00000 ACCOUNT 429480-00000 ACCOUNT 429480-00000	100.68 115.39 46.72 <u>262.79</u>
01/10/2020	GFP	40901	CTS TELECOM INC	ACCOUNT NUMBER 00034112-6	1,076.30
01/10/2020	GFP	40902	DAVID CUNNINGHAM	ELECTRICAL OCT-DEC CELL PHONES	589.99 150.00 <u>739.99</u>
01/10/2020	GFP	40903	FIRST BANKCARD	MTA WORKSHOP;KALAMAZOO JAN 15,2020 STAPLES; RUBBER BANDS SAMS CLUB; LYSOL SPRAY STAPLES - IN STORE 12/19/19 IN-APP PURCHASE TO CONNECT TABLET TO TV	91.00 8.29 16.98 12.48 5.29 <u>134.04</u>
01/10/2020	GFP	40904	HOFFMAN BROS. INC.	LIFT STATION #44 BOARD APPROVED 6/13/19	188,551.01
01/10/2020	GFP	40905	HYDROCORP	JOB NUMBER 7644-000	377.00
01/10/2020	GFP	40906	INTERNATIONAL ASSO. CHIEF OF POLICE	ANNUAL MEMBERSHIP DUES - CUNNINGHAM 1/1	190.00
01/10/2020	GFP	40907	MARK BEACH	K-9 COPPER FOOD	127.98
01/10/2020	GFP	40908	MEDMUTUAL LIFE	GROUP NUMBER 343270-100	124.49
01/10/2020	GFP	40909	MENARDS - BATTLE CREEK	PURCHASED IN STORE- 1/2/20	28.24
01/10/2020	GFP	40910	MI OFFICE SOLUTIONS	ACCOUNT EC04 / CONTRACT #CN19449-01 ACCOUNT EC04 / CONTRACT # CN17681-01	702.71 190.35 <u>893.06</u>
01/10/2020	GFP	40911	MY-LOR, INC.	ACCOUNTABILITY TAGS-SMITH-DAMON	39.29
01/10/2020	GFP	40912	PNC BANK, N.A.	OBLIGATION 606349494 / OBLIGOR 34845543	2,833.45

CHECK REGISTER FOR CHARTER TOWNSHIP OF EMMETT  
 CHECK DATE FROM 01/01/2020 - 01/31/2020  
 BOARD ACTION ITEM

Check Date	Bank	Check	Vendor Name	Description	Amount
01/10/2020	GFP	40913	R. E. BUSHEE	OCT-DEC CELL PHONES PLUMBING	150.00 114.34 <u>264.34</u>
01/10/2020	GFP	40914	RACHELLE MYERS, DC	MILEAGE	30.67
01/10/2020	GFP	40915	REPUBLIC SERVICES #249	ACCOUNT 3-0249-1022984	333.75
01/10/2020	GFP	40916	SCOOTER'S REFUSE SERVICE	ACCOUNT NUMBER 14470	98.00
01/10/2020	GFP	40917	STEVEN RAY BULLER	CELL PHONES MECH/BUILD/PLAN	150.00 <u>4,485.76</u> 4,635.76
01/10/2020	GFP	40918	STOP TECH LTD.	STOP STICKS	568.00
01/10/2020	GFP	40919	VERIZON WIRELESS	ACCOUNT 942229913-00001	1,128.20
01/10/2020	GFP	40920	WEX BANK	ACCOUNT 0462-00-394943-5	3,099.55
01/10/2020	GFP	40921	WILLS AUTO SERVICE	R/R LR DOOR HANDLE- UNIT 141 76 K SERVICE # 133 96 K SERVICE - 3 USED TIRES/BATTERY - UN DRIVER SEAT BACK ADJUSTER- UNIT 192	169.18 82.35 377.85 48.09 <u>677.47</u>
Total For 01/10/2020:					248,086.48
01/13/2020	GFP	40922	CRITICAL COMPUTER SOLUTIONS	BOARD MOTION 20-01-13 (JAN 9, 2020) APPR	<u>29,494.00</u>
Total For 01/13/2020:					29,494.00
01/16/2020	GFP	40923	BATTLE CREEK CITY TREASURER	ACCOUNT 80565-001	113.91
01/16/2020	GFP	40924	BATTLE CREEK CITY TREASURER	ACCOUNT 42601-002	93.11
01/16/2020	GFP	40925	CALHOUN COUNTY PARKS DEPARTMENT	REFUND PER BRANDI CASE MEMO DATED 1/13/2	189.00
01/16/2020	GFP	40926	CONSUMERS ENERGY	ACCOUNT 1000 5401 8195 ACCOUNT 1000 5878 0436	341.26 <u>1,257.73</u> 1,598.99
01/16/2020	GFP	40927	CRITICAL COMPUTER SOLUTIONS	ANNUAL REMOTE MONITORING AND MAINTENANCE YEAR END USER CLEANUP FROM SERVER	6,636.00 <u>99.00</u> 6,735.00
01/16/2020	GFP	40928	GRIFFIN PEST SOLUTIONS, INC.	WORK LOCATION 200408 / WORK DATED 1/8/20	78.00
01/16/2020	GFP	40929	JOHN R. BRUNNER	NEWBRE OPEN/CLOSE BYNUM	475.00
01/16/2020	GFP	40930	MARK'S OUTDOOR SERVICES	LAWN MOWING ON 11/8/19	190.00
01/16/2020	GFP	40931	POSTMASTER	POSTAGE FOR AV APPS	382.89
01/16/2020	GFP	40932	POWER HOME SOLAR	REFUND MEMO FROM BRAND DESHON 1/9/2020	66.66
01/16/2020	GFP	40933	RWL SIGNS	REFUND PER MEMO FROM BRANDI DESHON 1/9/2	140.00
01/16/2020	GFP	40934	SEMCO ENERGY GAS COMPANY	ACCOUNT 0288869.501 ACCOUNT 0288696.506 ACCOUNT 0288700.505	139.09 579.47 129.33 <u>847.89</u>
01/16/2020	GFP	40935	STAPLES CREDIT PLAN	ACCOUNT 6011 1000 7096 753	49.00
Total For 01/16/2020:					10,959.45
02/23/2020	GFP	40941	AMWAY GRAND PLAZA HOTEL	CUNNINGHAM - ROOM 2/5/20 & 2/6/20	434.60

CHECK REGISTER FOR CHARTER TOWNSHIP OF EMMETT  
 CHECK DATE FROM 01/01/2020 - 01/31/2020  
 BOARD ACTION ITEM

Check Date	Bank	Check	Vendor Name	Description	Amount
01/23/2020	GFP	40942	AMWAY GRAND PLAZA HOTEL	GEIGLE - ROOM 2/5/20 & 2/6/20	434.60
01/23/2020	GFP	40943	AUTO GLASS SOLUTIONS	WINDSHIELD - UNIT 191 MMRMA # 2000121	450.00
01/23/2020	GFP	40944	AXON ENTERPRISE INC.	SALES ORDER SO200523933 CUSTOMER ACCT 11	495.00
01/23/2020	GFP	40945	B & B SERVICES	REPAIR WINDOW RESCUE 7	661.96
01/23/2020	GFP	40946	BESCO WATER TREATMENT, INC.	ACCOUNT 0077751	39.50
				ACCOUNT 0077751	11.00
					<u>50.50</u>
01/23/2020	GFP	40947	BOSHEARS FORD SALES, INC.	WATER PUMP LEAK - FRONT END STRUT - UNIT	2,509.83
01/23/2020	GFP	40948	BRANDI DESHON	WATER VALVE ACCESS EASEMENT	30.00
01/23/2020	GFP	40949	BRONSON BATTLE CREEK - BOX 26	NALOXONE -NARCAN-REPLACEMENTS 2019 FOR E	246.88
01/23/2020	GFP	40950	CALHOUN COUNTY TREASURER	10-370-027-00 DEC BOR CHANGES	8.66
01/23/2020	GFP	40951	CONTINENTAL LINEN SERVICE	ACCOUNT 429480-00000	158.30
01/23/2020	GFP	40952	DAVID CUNNINGHAM	ELECTRICAL	684.66
01/23/2020	GFP	40953	ELECTION SOURCE	ANNUAL TABULATOR CELL SERVICE FEE	200.00
01/23/2020	GFP	40954	GALLS, LLC.	ACCOUNT NUMBER 5421151	154.99
01/23/2020	GFP	40955	HERITAGE CLEANERS	DEC 2019 DRY CLEANING	84.00
01/23/2020	GFP	40956	JOHN R. BRUNNER	CEMETERY MAINTENANCE	2,266.67
				CERESCO OPEN/CLOSE 1/18/20 (LATSHAW)	275.00
					<u>2,541.67</u>
01/23/2020	GFP	40957	LARITA PENA	MILEAGE TO TAC/LEIN TRAINING	29.01
01/23/2020	GFP	40958	MI OFFICE SOLUTIONS	ACCOUNT EC04 / CONTRACT CN17681-01	190.35
01/23/2020	GFP	40959	MICHAEL R. KLUCK & ASSOCIATES	BULLER CASE	4,282.77
01/23/2020	GFP	40960	MICHIGAN STATE POLICE-CASHIERS OFF	SOR FEES DEC 2019	30.00
01/23/2020	GFP	40961	NYE UNIFORM	VEST PSO SKAGGS	373.50
01/23/2020	GFP	40962	PRINTING SYSTEMS, INC.	INV 209200 AND INV 207290 ACCOUNT 303	636.33
01/23/2020	GFP	40963	R. E. BUSHEE	MECH/PLUMB	534.39
01/23/2020	GFP	40964	REMINGTON'S CAR WASH	DEC 2019 CAR WASHES	52.00
01/23/2020	GFP	40965	STEVEN RAY BULLER	MECH/BUILD/PLAN	3,641.37
01/23/2020	GFP	40966	TRANSUNION	PERSONAL INFORMATION SEARCH DEC 2019	50.00
01/23/2020	GFP	40967	USA TODAY NETWORK	ACCOUNT 159323	604.00
01/23/2020	GFP	40968	WILLS AUTO SERVICE	52K SERVICE UNIT 172	82.35
				Total For 01/23/2020:	<u>19,651.72</u>
01/27/2020	GFP	40969	MENARDS - BATTLE CREEK	PURCHASED IN STORE- 10/6/19	49.99
				PURCHASED IN STORE- 10/11/19	49.99
					<u>99.98</u>
				Total For 01/27/2020:	<u>99.98</u>
01/28/2020	GFP	40970	BLUE CROSS BLUE SHIELD OF MICH	GROUP 007015151 DIVISION 0000	4,410.54
				GROUP 007015151 DIVISION 0001	12,439.32
				GROUP 007015151 DIVISION 0002	19,320.71
					<u>36,170.57</u>
				Total For 01/28/2020:	<u>36,170.57</u>
GRAND TOTALS:					
Total of 72 Checks:					344,462.20
Less 0 Void Checks:					0.00
					<u>344,462.20</u>

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CHECK REGISTER FOR CHARTER TOWNSHIP OF EMMETT  
CHECK DATE FROM 01/01/2020 - 01/31/2020  
BOARD ACTION ITEM

Page: 5/8

Check Date	Bank	Check	Vendor Name	Description	Amount
Total of 72 Disbursements:					344,462.20

Check Date	Bank	Check	Vendor Name	Description	Amount
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Bank T&A-C T&A CHEMICAL BANK

01/09/2020	T&A-C	4998	MICH. ASSOC. CHIEFS OF POLICE	MACP 2020 ANNUAL MEMBERSHIP CUNNINGHAM/	200.00
				Total For 01/09/2020:	200.00

T&A-C TOTALS:

Total of 1 Checks:	200.00
Less 0 Void Checks:	0.00
Total of 1 Disbursements:	200.00

CHECK REGISTER FOR CHARTER TOWNSHIP OF EMMETT  
 CHECK DATE FROM 01/01/2020 - 01/31/2020  
 BOARD ACTION ITEM

Check Date	Bank	Check	Vendor Name	Description	Amount
Bank TAX-C TAX - CHEMICAL BANK					
01/02/2020	TAX-C	7914	BATTLE CREEK PUBLIC SCHOOLS	DISBURSEMENT #11; 11/27-19 THRU 12/18/19	24,679.47
01/02/2020	TAX-C	7915	CALHOUN COUNTY TREASURER	DISBURSEMENT #11; 11/27-19 THRU 12/18/19	55,996.36
01/02/2020	TAX-C	7916	CALHOUN INTERMED. SCHOOL DIST.	DISBURSEMENT #11; 11/27-19 THRU 12/18/19	115,281.25
01/02/2020	TAX-C	7917	HARPER CREEK SCHOOLS	DISBURSEMENT #11; 11/27-19 THRU 12/18/19	19,758.98
01/02/2020	TAX-C	7918	KELLOGG COMMUNITY COLLEGE	DISBURSEMENT #11; 11/27-19 THRU 12/18/19	67,673.09
01/02/2020	TAX-C	7919	WILLARD LIBRARY	DISBURSEMENT #11; 11/27-19 THRU 12/18/19	71,984.32
Total For 01/02/2020:					355,373.47
01/08/2020	TAX-C	7920	CORELOGIC CENTRALIZED REFUNDS	2019 Win Tax Refund 10 530 093 00	75.00
				2019 Win Tax Refund 10 028 024 00	2,158.77
				2019 Win Tax Refund 10 180 122 00	16.22
				2019 Win Tax Refund 10 210 008 00	1.35
				2019 Win Tax Refund 10 495 016 00	1,377.98
				2019 Win Tax Refund 10 530 102 00	279.28
				2019 Win Tax Refund 10 560 054 00	489.46
				2019 Win Tax Refund 10 565 002 00	1,935.71
				2019 Win Tax Refund 10 687 113 00	1,154.90
				2019 Win Tax Refund 10 697 001 00	1,134.94
				2019 Win Tax Refund 10 770 043 00	47.16
Total For 01/08/2020:					8,670.77
01/08/2020	TAX-C	7921	LERETTA LLC	2019 Win Tax Refund 10 530 128 00	25.46
Total For 01/08/2020:					8,696.23
01/15/2020	TAX-C	7922	BATTLE CREEK PUBLIC SCHOOLS	DISBURSEMENT #12; 12/19/19 THRU 12/30/19	21,845.90
01/15/2020	TAX-C	7923	CALHOUN COUNTY TREASURER	DISBURSEMENT #12; 12/19/19 THRU 12/30/19	175,523.09
01/15/2020	TAX-C	7924	CALHOUN INTERMED. SCHOOL DIST.	DISBURSEMENT #12; 12/19/19 THRU 12/30/19	379,079.32
01/15/2020	TAX-C	7925	HARPER CREEK SCHOOLS	DISBURSEMENT #12; 12/19/19 THRU 12/30/19	29,711.70
01/15/2020	TAX-C	7926	KELLOGG COMMUNITY COLLEGE	DISBURSEMENT #12; 12/19/19 THRU 12/30/19	222,556.84
01/15/2020	TAX-C	7927	WILLARD LIBRARY	DISBURSEMENT #12; 12/19/19 THRU 12/30/19	238,412.91
Total For 01/15/2020:					1,067,129.76
01/30/2020	TAX-C	7928	BATTLE CREEK PUBLIC SCHOOLS	DISBURSEMENT #13; 12/31/19 THRU 1/8/2020	3,743.90
01/30/2020	TAX-C	7929	CALHOUN COUNTY TREASURER	DISBURSEMENT #13; 12/31/19 THRU 1/8/2020	14,522.01
01/30/2020	TAX-C	7930	CALHOUN INTERMED. SCHOOL DIST.	DISBURSEMENT #13; 12/31/19 THRU 1/8/2020	31,710.64
01/30/2020	TAX-C	7931	HARPER CREEK SCHOOLS	DISBURSEMENT #13; 12/31/19 THRU 1/8/2020	4,389.58
01/30/2020	TAX-C	7932	KELLOGG COMMUNITY COLLEGE	DISBURSEMENT #13; 12/31/19 THRU 1/8/2020	18,617.76
01/30/2020	TAX-C	7933	WILLARD LIBRARY	DISBURSEMENT #13; 12/31/19 THRU 1/8/2020	19,975.55
Total For 01/30/2020:					92,959.44
<b>TAX-C TOTALS:</b>					
Total of 20 Checks:					1,524,158.90
Less 0 Void Checks:					0.00
Total of 20 Disbursements:					1,524,158.90
<b>REPORT TOTALS:</b>					
Total of 93 Checks:					1,868,821.10
Less 0 Void Checks:					0.00

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DB: Emmett Township

CHECK REGISTER FOR CHARTER TOWNSHIP OF EMMETT  
CHECK DATE FROM 01/01/2020 - 01/31/2020  
BOARD ACTION ITEM

Check Date	Bank	Check	Vendor Name	Description	Amount
Total of 93 Disbursements:					1,868,821.10

User: tstone

PERIOD ENDING 01/31/2020

DB: Emmett Township

\*NOTE: Available Balance / Pct Budget Used does not reflect amounts encumbered.

GL NUMBER	DESCRIPTION	2019-20	YTD BALANCE	ACTIVITY FOR	AVAILABLE	% BDGT USED
		AMENDED BUDGET	01/31/2020 NORMAL (ABNORMAL)	MONTH 01/31/2020 INCREASE (DECREASE)	BALANCE NORMAL (ABNORMAL)	
Fund 101 - GENERAL OPERATING FUND						
Revenues						
Dept 000 - NONE						
101-000-403.00	TAXES - CURRENT OPERATING	313,540.00	0.00	0.00	313,540.00	0.00
101-000-403.01	TAXES - STREET LIGHTS	164,986.00	0.00	0.00	164,986.00	0.00
101-000-403.03	TAXES - DELIQUENT & PENALTIES	3,262.00	12,666.93	0.00	(9,404.93)	388.32
101-000-403.04	TAXES - TRAILER FEES	2,955.00	600.00	0.00	2,355.00	20.30
101-000-403.05	TAXES - ADMINISTRATIVE FEE	157,237.00	0.00	0.00	157,237.00	0.00
101-000-405.00	ADMINISTRATIVE FEES	30,000.00	35,920.49	2,381.49	(5,920.49)	119.73
101-000-410.00	LAND DIVISION FEES	500.00	350.00	0.00	150.00	70.00
101-000-410.01	LOT SPLIT FEES	500.00	100.00	0.00	400.00	20.00
101-000-411.00	SITE PLAN REVIEW	3,000.00	5,853.75	1,000.00	(2,853.75)	195.13
101-000-451.00	CABLE TELEVISION FRANCHISE	60,000.00	52,226.26	4,403.31	7,773.74	87.04
101-000-452.00	JUNK YARD & DOG LICENSES	150.00	100.00	0.00	50.00	66.67
101-000-453.00	PEDDLERS PERMITS	400.00	0.00	0.00	400.00	0.00
101-000-453.01	FEES - USED CAR LOT LICENSE	1,000.00	300.00	0.00	700.00	30.00
101-000-453.02	SOLID WASTE HAULERS FEE	500.00	0.00	0.00	500.00	0.00
101-000-453.03	DROP BOX FEES	800.00	400.00	0.00	400.00	50.00
101-000-454.00	PLANNING/ZONING HEARING FEE	8,000.00	6,000.00	300.00	2,000.00	75.00
101-000-476.00	CONTRACTORS REGISTRATION	200.00	360.00	15.00	(160.00)	180.00
101-000-477.00	BUILDING PERMITS	45,000.00	38,611.34	2,006.34	6,388.66	85.80
101-000-477.01	BUILDING INSPECTIONS	3,000.00	640.00	0.00	2,360.00	21.33
101-000-477.02	ZONING PERMITS	2,500.00	2,050.00	105.00	450.00	82.00
101-000-477.05	PLAN REVIEW FEES (ELEC. MECH & PLMG.)	7,500.00	8,257.25	516.00	(757.25)	110.10
101-000-478.00	ELECTRICAL PERMITS	15,000.00	33,205.80	1,284.00	(18,205.80)	221.37
101-000-479.00	MECHANICAL PERMITS	15,000.00	20,273.75	643.75	(5,273.75)	135.16
101-000-480.00	PLUMBING PERMITS	10,000.00	12,417.82	1,667.00	(2,417.82)	124.18
101-000-491.00	MEDICAL MARIJUANA LICENSE	0.00	0.00	(155,000.00)	0.00	0.00
101-000-575.00	STATE SHARED REVENUE	1,066,932.00	899,581.00	0.00	167,351.00	84.31
101-000-575.01	METRO FRANCHISE FEE	9,397.00	9,396.57	0.00	0.43	100.00
101-000-576.00	PPT REIMBURSEMENTS	1,955.00	1,955.32	0.00	(0.32)	100.02
101-000-626.00	PHOTOSTATIC COPIES	50.00	77.25	42.75	(27.25)	154.50
101-000-642.00	PRINTED MATERIALS	50.00	40.00	0.00	10.00	80.00
101-000-643.00	CEMETERY LOT SALES	1,500.00	2,200.00	300.00	(700.00)	146.67
101-000-644.00	CEMETERY, GRAVES OPEN/CLOSE	2,000.00	3,740.00	1,145.00	(1,740.00)	187.00
101-000-645.00	CEMETERY FOUNDATIONS	1,500.00	2,178.00	0.00	(678.00)	145.20
101-000-665.00	INTEREST EARNED	1,500.00	5,190.17	0.00	(3,690.17)	346.01
101-000-665.01	INTEREST EARNED - S/A	550.00	0.00	0.00	550.00	0.00
101-000-675.00	CONTRIB. DOTATIONS & MISC.	50.00	0.00	0.00	50.00	0.00
101-000-676.00	REIMBURSEMENTS	1,500.00	239.53	0.00	1,260.47	15.97
101-000-677.01	SHARE OF LOCAL REV. SHARING	220,000.00	242,148.90	0.00	(22,148.90)	110.07
101-000-688.00	REBATE-SUMMER TAX COLLECTION	19,000.00	6,060.00	0.00	12,940.00	31.89
101-000-955.02	PETITION FILING FEE	0.00	100.00	0.00	(100.00)	100.00
Total Dept 000 - NONE		2,171,014.00	1,403,240.13	(139,190.36)	767,773.87	64.64

PERIOD ENDING 01/31/2020

\*NOTE: Available Balance / Pct Budget Used does not reflect amounts encumbered.

GL NUMBER	DESCRIPTION	2019-20	YTD BALANCE	ACTIVITY FOR	AVAILABLE	% BGD USED
		AMENDED BUDGET	01/31/2020 NORMAL (ABNORMAL)	MONTH 01/31/2020 INCREASE (DECREASE)	BALANCE NORMAL (ABNORMAL)	
Fund 101 - GENERAL OPERATING FUND						
Revenues						
Dept 491 - MARIJUANA REGULATIONS & LICESNSING						
101-491-491.00	MEDICAL MARIJUANA LICENSE	60,000.00	160,000.00	160,000.00	(100,000.00)	266.67
Total Dept 491 - MARIJUANA REGULATIONS & LICESNSING		60,000.00	160,000.00	160,000.00	(100,000.00)	266.67
TOTAL REVENUES		2,231,014.00	1,563,240.13	20,809.64	667,773.87	70.07

REVENUE AND EXPENDITURE REPORT FOR CHARTER TOWNSHIP OF EMMETT  
 PERIOD ENDING 01/31/2020

\*NOTE: Available Balance / Pct Budget Used does not reflect amounts encumbered.

GL NUMBER	DESCRIPTION	2019-20	YTD BALANCE	ACTIVITY FOR	AVAILABLE	% BDGT USED
		AMENDED BUDGET	01/31/2020 NORMAL (ABNORMAL)	MONTH 01/31/2020 INCREASE (DECREASE)	BALANCE NORMAL (ABNORMAL)	
Fund 101 - GENERAL OPERATING FUND						
Expenditures						
Dept 101 - GOVERNING BODY						
101-101-713.00	SOCIAL SECURITY	720.00	499.10	27.90	220.90	69.32
101-101-713.02	MEDICARE	170.00	116.74	6.54	53.26	68.67
101-101-719.00	BOARD MEMBERS COMPENSATION	10,800.00	7,650.00	450.00	3,150.00	70.83
101-101-719.02	BOARD OF REVIEW	950.00	400.00	0.00	550.00	42.11
101-101-732.00	OFFICE SUPPLIES	500.00	541.01	0.00	(41.01)	108.20
101-101-801.00	AUDIT	18,000.00	10,150.00	0.00	7,850.00	56.39
101-101-802.00	LEGAL COUNSEL	60,000.00	83,373.52	4,282.77	(23,373.52)	138.96
101-101-803.00	CONSULTING ENGINEERS	10,000.00	5,042.25	806.25	4,957.75	50.42
101-101-850.00	COMMUNICATIONS	120.00	0.00	0.00	120.00	0.00
101-101-901.00	PRINTING AND PUBLISHING	2,800.00	3,418.69	0.00	(618.69)	122.10
101-101-955.00	MISCELLANEOUS	90.00	0.00	0.00	90.00	0.00
101-101-956.00	CONFERENCES & SCHOOLS	1,000.00	0.00	0.00	1,000.00	0.00
101-101-957.00	DUES & MEMBERSHIPS	6,500.00	6,750.59	0.00	(250.59)	103.86
Total Dept 101 - GOVERNING BODY		111,650.00	117,941.90	5,573.46	(6,291.90)	105.64

PERIOD ENDING 01/31/2020

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GL NUMBER	DESCRIPTION	2019-20	YTD BALANCE	ACTIVITY FOR	AVAILABLE	% BDGT USED
		AMENDED BUDGET	01/31/2020 NORMAL (ABNORMAL)	MONTH 01/31/2020 INCREASE (DECREASE)	BALANCE NORMAL (ABNORMAL)	
Fund 101 - GENERAL OPERATING FUND						
Expenditures						
Dept 161 - ASSESSING						
101-161-702.00	SALARY	68,523.00	57,981.00	5,271.00	10,542.00	84.62
101-161-702.50	SALARY - LONGEVITY	1,925.00	1,925.00	0.00	0.00	100.00
101-161-704.01	PROPERTY APPRAISER I	31,395.00	25,035.94	2,324.44	6,359.06	79.74
101-161-705.00	OVERTIME	400.00	298.13	0.00	101.87	74.53
101-161-713.00	SOCIAL SECURITY	6,656.00	5,250.79	467.82	1,405.21	78.89
101-161-713.02	MEDICARE	1,469.00	1,228.01	109.41	240.99	83.59
101-161-714.00	HOSPITALIZATION	21,000.00	11,604.16	1,206.80	9,395.84	55.26
101-161-715.00	LIFE INSURANCE	154.00	68.80	6.88	85.20	44.68
101-161-729.00	POSTAGE	3,000.00	2,962.50	0.00	37.50	98.75
101-161-730.00	GASOLINE	600.00	423.79	0.00	176.21	70.63
101-161-731.00	OPERATING SUPPLIES	256.00	0.00	0.00	256.00	0.00
101-161-732.00	OFFICE SUPPLIES	1,144.00	552.17	0.00	591.83	48.27
101-161-802.00	LEGAL COUNSEL	2,000.00	1,462.00	0.00	538.00	73.10
101-161-805.00	COMPUTER MAINTENANCE AGREEMENT	2,412.00	2,397.00	0.00	15.00	99.38
101-161-805.01	ON-LINE SERVICES	2,400.00	2,411.50	0.00	(11.50)	100.48
101-161-850.00	COMMUNICATIONS	233.00	0.00	0.00	233.00	0.00
101-161-860.00	MILEAGE	300.00	176.96	0.00	123.04	58.99
101-161-861.00	VEHICLE MAINTENANCE	300.00	156.50	0.00	143.50	52.17
101-161-891.00	GIS MAPPING CONTRACT	2,500.00	2,498.00	0.00	2.00	99.92
101-161-901.00	PRINTING AND PUBLISHING	675.00	0.00	0.00	675.00	0.00
101-161-939.03	PLOTTER USE AND MAINTENANCE	860.00	654.43	0.00	205.57	76.10
101-161-955.00	MISCELLANEOUS	295.00	42.86	0.00	252.14	14.53
101-161-956.00	CONFERENCES & SCHOOLS	1,150.00	330.39	0.00	819.61	28.73
101-161-957.00	DUES & MEMBERSHIPS	810.00	415.00	0.00	395.00	51.23
101-161-990.00	DEBT RETIREMENT	6,022.00	0.00	0.00	6,022.00	0.00
Total Dept 161 - ASSESSING		156,479.00	117,874.93	9,386.35	38,604.07	75.33

PERIOD ENDING 01/31/2020

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GL NUMBER	DESCRIPTION	2019-20	YTD BALANCE	ACTIVITY FOR	AVAILABLE	% BGD USED
		AMENDED BUDGET	01/31/2020 NORMAL (ABNORMAL)	MONTH 01/31/2020 INCREASE (DECREASE)	BALANCE NORMAL (ABNORMAL)	
Fund 101 - GENERAL OPERATING FUND						
Expenditures						
Dept 171 - SUPERVISOR						
101-171-702.00	SALARY	61,153.00	51,652.70	4,695.70	9,500.30	84.46
101-171-702.50	SALARY - LONGEVITY	1,025.00	1,100.00	0.00	(75.00)	107.32
101-171-707.00	SUPERVISOR AIDE	29,120.00	23,418.00	2,114.25	5,702.00	80.42
101-171-713.00	SOCIAL SECURITY	5,597.00	4,654.37	416.01	942.63	83.16
101-171-713.02	MEDICARE	1,309.00	1,088.51	97.29	220.49	83.16
101-171-714.00	HOSPITALIZATION	44,703.00	34,721.84	3,674.18	9,981.16	77.67
101-171-715.00	LIFE INSURANCE	60.00	39.00	3.90	21.00	65.00
101-171-732.00	OFFICE SUPPLIES	300.00	106.47	0.00	193.53	35.49
101-171-850.00	COMMUNICATIONS	1,000.00	0.00	0.00	1,000.00	0.00
101-171-860.00	MILEAGE	500.00	510.18	0.00	(10.18)	102.04
101-171-956.00	CONFERENCES & SCHOOLS	500.00	150.00	0.00	350.00	30.00
Total Dept 171 - SUPERVISOR		145,267.00	117,441.07	11,001.33	27,825.93	80.84

PERIOD ENDING 01/31/2020

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GL NUMBER	DESCRIPTION	2019-20	YTD BALANCE	ACTIVITY FOR	AVAILABLE	% BDGT USED
		AMENDED BUDGET	01/31/2020 NORMAL (ABNORMAL)	MONTH 01/31/2020 INCREASE (DECREASE)	BALANCE NORMAL (ABNORMAL)	
Fund 101 - GENERAL OPERATING FUND						
Expenditures						
Dept 191 - ELECTIONS						
101-191-705.00	OVERTIME	1,500.00	0.00	0.00	1,500.00	0.00
101-191-707.00	ELECTION'S SECRETARY	30,678.00	23,074.01	928.46	7,603.99	75.21
101-191-707.02	PRECINCT INSPECTORS	9,000.00	4,780.87	0.00	4,219.13	53.12
101-191-707.05	RECEIVING BOARD MEMBERS	450.00	150.00	0.00	300.00	33.33
101-191-707.06	PRECINCT SET UP	300.00	0.00	0.00	300.00	0.00
101-191-713.00	SOCIAL SECURITY	2,600.00	1,426.86	57.56	1,173.14	54.88
101-191-713.02	MEDICARE	750.00	333.70	13.46	416.30	44.49
101-191-729.00	POSTAGE	0.00	382.89	382.89	(382.89)	100.00
101-191-732.00	OFFICE SUPPLIES	2,700.00	2,762.40	72.78	(62.40)	102.31
101-191-860.00	MILEAGE	210.00	206.30	0.00	3.70	98.24
101-191-901.00	PRINTING AND PUBLISHING	2,600.00	3,150.69	563.54	(550.69)	121.18
101-191-939.00	EQUIPMENT MAINTENANCE	2,063.00	0.00	0.00	2,063.00	0.00
101-191-939.01	PROGRAMING VOTING MACHINES	0.00	200.00	200.00	(200.00)	100.00
101-191-955.00	MISCELLANEOUS	410.00	484.09	0.01	(74.09)	118.07
101-191-956.00	CONFERENCES & SCHOOLS	480.00	0.00	0.00	480.00	0.00
101-191-970.00	CAPITAL OUTLAY	35,427.00	35,357.00	0.00	70.00	99.80
Total Dept 191 - ELECTIONS		89,168.00	72,308.81	2,218.70	16,859.19	81.09

PERIOD ENDING 01/31/2020

\*NOTE: Available Balance / Pct Budget Used does not reflect amounts encumbered.

GL NUMBER	DESCRIPTION	2019-20	YTD BALANCE	ACTIVITY FOR	AVAILABLE	% BDGT USED
		AMENDED BUDGET	01/31/2020 NORMAL (ABNORMAL)	MONTH 01/31/2020 INCREASE (DECREASE)	BALANCE NORMAL (ABNORMAL)	
Fund 101 - GENERAL OPERATING FUND						
Expenditures						
Dept 209 - CLERK						
101-209-702.00	SALARY	48,095.00	40,695.82	3,699.62	7,399.18	84.62
101-209-702.50	SALARY - LONGEVITY	1,550.00	1,550.00	0.00	0.00	100.00
101-209-704.02	ACCOUNTANT/DEPUTY CLERK	40,703.00	33,932.10	3,020.99	6,770.90	83.37
101-209-705.00	OVERTIME	300.00	94.35	0.00	205.65	31.45
101-209-713.00	SOCIAL SECURITY	6,500.00	4,677.72	412.03	1,822.28	71.96
101-209-713.02	MEDICARE	2,545.00	1,093.98	96.36	1,451.02	42.99
101-209-714.00	HOSPITALIZATION	20,000.00	14,639.26	1,514.28	5,360.74	73.20
101-209-715.00	LIFE INSURANCE	35.00	28.90	2.89	6.10	82.57
101-209-732.00	OFFICE SUPPLIES	3,500.00	1,543.11	0.00	1,956.89	44.09
101-209-805.00	COMPUTER MAINTENANCE AGREEMENT	3,000.00	3,264.00	0.00	(264.00)	108.80
101-209-860.00	MILEAGE	800.00	470.54	0.00	329.46	58.82
101-209-956.00	CONFERENCES & SCHOOLS	3,000.00	2,234.65	0.00	765.35	74.49
101-209-957.00	DUES & MEMBERSHIPS	500.00	556.19	5.29	(56.19)	111.24
101-209-970.00	CAPITAL OUTLAY	7,000.00	7,000.00	0.00	0.00	100.00
Total Dept 209 - CLERK		137,528.00	111,780.62	8,751.46	25,747.38	81.28

PERIOD ENDING 01/31/2020

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GL NUMBER	DESCRIPTION	2019-20	YTD BALANCE	ACTIVITY FOR	AVAILABLE	% BDGT USED
		AMENDED BUDGET	01/31/2020 NORMAL (ABNORMAL)	MONTH 01/31/2020 INCREASE (DECREASE)	BALANCE NORMAL (ABNORMAL)	
Fund 101 - GENERAL OPERATING FUND						
Expenditures						
Dept 253 - TREASURER						
101-253-702.00	SALARY	48,095.00	40,695.82	3,699.62	7,399.18	84.62
101-253-702.11	Health Insurance Waiver	3,120.00	0.00	0.00	3,120.00	0.00
101-253-702.50	SALARY - LONGEVITY	1,025.00	1,100.00	0.00	(75.00)	107.32
101-253-703.00	DEPUTIES	33,600.00	27,751.50	2,529.00	5,848.50	82.59
101-253-713.00	SOCIAL SECURITY	6,000.00	4,243.73	379.98	1,756.27	70.73
101-253-713.02	MEDICARE	2,000.00	992.49	88.87	1,007.51	49.62
101-253-714.00	HOSPITALIZATION	47,570.00	36,227.82	3,542.94	11,342.18	76.16
101-253-715.00	LIFE INSURANCE	300.00	126.10	12.61	173.90	42.03
101-253-732.00	OFFICE SUPPLIES	3,074.95	2,752.35	0.00	322.60	89.51
101-253-805.00	COMPUTER MAINTENANCE AGREEMENT	2,525.00	2,245.00	0.00	280.00	88.91
101-253-805.01	ON-LINE SERVICES	2,400.00	2,411.50	0.00	(11.50)	100.48
101-253-860.00	MILEAGE	800.00	415.80	30.67	384.20	51.98
101-253-901.00	PRINTING AND PUBLISHING	0.00	18.84	0.00	(18.84)	100.00
101-253-956.00	CONFERENCES & SCHOOLS	2,200.00	91.00	91.00	2,109.00	4.14
101-253-957.00	DUES & MEMBERSHIPS	500.00	0.00	0.00	500.00	0.00
Total Dept 253 - TREASURER		153,209.95	119,071.95	10,374.69	34,138.00	77.72

REVENUE AND EXPENDITURE REPORT FOR CHARTER TOWNSHIP OF EMMETT  
 PERIOD ENDING 01/31/2020

\*NOTE: Available Balance / Pct Budget Used does not reflect amounts encumbered.

GL NUMBER	DESCRIPTION	2019-20	YTD BALANCE	ACTIVITY FOR	AVAILABLE	% BGD USED
		AMENDED BUDGET	01/31/2020 NORMAL (ABNORMAL)	MONTH 01/31/2020 INCREASE (DECREASE)	BALANCE NORMAL (ABNORMAL)	
Fund 101 - GENERAL OPERATING FUND						
Expenditures						
Dept 258 - DATA PROCESSING/COMPUTER DEPT.						
101-258-803.00	CONSULTING ENGINEERS	1,000.00	99.00	0.00	901.00	9.90
101-258-805.00	COMPUTER MAINTENANCE AGREEMENT	6,500.00	5,417.00	99.00	1,083.00	83.34
101-258-970.00	CAPITAL OUTLAY	4,000.00	3,650.00	3,600.00	350.00	91.25
Total Dept 258 - DATA PROCESSING/COMPUTER DEPT.		11,500.00	9,166.00	3,699.00	2,334.00	79.70

REVENUE AND EXPENDITURE REPORT FOR CHARTER TOWNSHIP OF EMMETT  
 PERIOD ENDING 01/31/2020

\*NOTE: Available Balance / Pct Budget Used does not reflect amounts encumbered.

GL NUMBER	DESCRIPTION	2019-20	YTD BALANCE	ACTIVITY FOR	AVAILABLE	% BGDG USED
		AMENDED BUDGET	01/31/2020 NORMAL (ABNORMAL)	MONTH 01/31/2020 INCREASE (DECREASE)	BALANCE NORMAL (ABNORMAL)	
Fund 101 - GENERAL OPERATING FUND						
Expenditures						
Dept 261 - BUILDING AUTHORITY						
101-261-729.00	POSTAGE	15,000.00	8,827.49	0.00	6,172.51	58.85
101-261-732.00	OFFICE SUPPLIES	3,400.00	1,715.09	74.27	1,684.91	50.44
101-261-850.00	COMMUNICATIONS	11,000.00	9,913.96	944.31	1,086.04	90.13
101-261-920.00	REFUSE SERVICE	3,000.00	2,873.34	333.75	126.66	95.78
101-261-921.00	ELECTRICAL UTILITIES	7,500.00	3,742.07	341.26	3,757.93	49.89
101-261-922.00	HEATING UTILITIES	2,000.00	864.98	129.33	1,135.02	43.25
101-261-923.00	WATER & SEWER UTILITIES	1,500.00	1,243.58	113.91	256.42	82.91
101-261-930.00	BUILDING MAINTENANCE	25,000.00	38,452.24	349.43	(13,452.24)	153.81
101-261-930.05	A.D.A. COMPLIANCE EXPENSES	100.00	0.00	0.00	100.00	0.00
101-261-939.00	EQUIPMENT MAINTENANCE	0.00	703.00	0.00	(703.00)	100.00
101-261-939.02	COPIER LEASE USAGE/MAINTENANCE	5,500.00	3,234.20	702.71	2,265.80	58.80
101-261-955.00	MISCELLANEOUS	5,000.00	1,523.32	0.00	3,476.68	30.47
101-261-970.00	CAPITAL OUTLAY	60,000.00	0.00	0.00	60,000.00	0.00
101-261-990.00	DEBT RETIREMENT	11,500.00	9,339.28	935.04	2,160.72	81.21
101-261-995.00	DEBT INTEREST	4,000.00	0.00	0.00	4,000.00	0.00
Total Dept 261 - BUILDING AUTHORITY		154,500.00	82,432.55	3,924.01	72,067.45	53.35

REVENUE AND EXPENDITURE REPORT FOR CHARTER TOWNSHIP OF EMMETT  
 PERIOD ENDING 01/31/2020

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GL NUMBER	DESCRIPTION	2019-20	YTD BALANCE	ACTIVITY FOR	AVAILABLE	% BGD USED
		AMENDED BUDGET	01/31/2020 NORMAL (ABNORMAL)	MONTH 01/31/2020 INCREASE (DECREASE)	BALANCE NORMAL (ABNORMAL)	
Fund 101 - GENERAL OPERATING FUND						
Expenditures						
Dept 262 - REIMBURSED ELECTIONS						
101-262-707.01	ELECTION CLERK	700.00	0.00	0.00	700.00	0.00
101-262-707.02	PRECINCT INSPECTORS	8,500.00	0.00	0.00	8,500.00	0.00
101-262-729.00	POSTAGE	780.00	0.00	0.00	780.00	0.00
101-262-860.00	MILEAGE	200.00	0.00	0.00	200.00	0.00
101-262-955.00	MISCELLANEOUS	1,000.00	0.00	0.00	1,000.00	0.00
Total Dept 262 - REIMBURSED ELECTIONS		11,180.00	0.00	0.00	11,180.00	0.00

PERIOD ENDING 01/31/2020

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GL NUMBER	DESCRIPTION	2019-20	YTD BALANCE	ACTIVITY FOR	AVAILABLE	% BDGT USED
		AMENDED BUDGET	01/31/2020 NORMAL (ABNORMAL)	MONTH 01/31/2020 INCREASE (DECREASE)	BALANCE NORMAL (ABNORMAL)	
Fund 101 - GENERAL OPERATING FUND						
Expenditures						
Dept 276 - CEMETARY						
101-276-958.00	CEMETERY MAINTENANCE & LAWN CARE	40,795.00	26,040.37	2,364.67	14,754.63	63.83
101-276-958.01	CEMETERY - FOUNDATION INSTALL.	1,500.00	2,456.80	0.00	(956.80)	163.79
101-276-958.03	CEMETERY - VETERANS FLAGS	505.00	503.30	0.00	1.70	99.66
101-276-959.00	CEMETERY-GRAVES OPEN/CLOSE	2,500.00	2,250.00	750.00	250.00	90.00
Total Dept 276 - CEMETARY		45,300.00	31,250.47	3,114.67	14,049.53	68.99

REVENUE AND EXPENDITURE REPORT FOR CHARTER TOWNSHIP OF EMMETT  
 PERIOD ENDING 01/31/2020

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GL NUMBER	DESCRIPTION	2019-20	YTD BALANCE	ACTIVITY FOR	AVAILABLE	% BGD USED
		AMENDED BUDGET	01/31/2020 NORMAL (ABNORMAL)	MONTH 01/31/2020 INCREASE (DECREASE)	BALANCE NORMAL (ABNORMAL)	
Fund 101 - GENERAL OPERATING FUND						
Expenditures						
Dept 371 - INSPECTION DEPT./INSPECTOR						
101-371-707.00	PART-TIME	3,000.00	2,050.00	0.00	950.00	68.33
101-371-708.00	ELECTRICAL INSPECTOR	20,000.00	21,073.16	1,274.65	(1,073.16)	105.37
101-371-709.00	MECHANICAL INSPECTOR	20,000.00	24,724.72	4,178.12	(4,724.72)	123.62
101-371-710.00	PLUMBING INSPECTOR	15,000.00	7,773.59	348.67	7,226.41	51.82
101-371-711.00	BUILDING INSPECTOR	55,000.00	49,233.41	3,998.07	5,766.59	89.52
101-371-711.05	INSPECTORS - PLAN REVIEW	10,000.00	7,944.00	251.00	2,056.00	79.44
101-371-731.00	OPERATING SUPPLIES	2,000.00	2,145.95	0.00	(145.95)	107.30
101-371-805.00	COMPUTER MAINTENANCE AGREEMENT	700.00	0.00	0.00	700.00	0.00
101-371-850.00	COMMUNICATIONS	2,400.00	1,800.00	600.00	600.00	75.00
101-371-957.00	DUES & MEMBERSHIPS	150.00	135.00	0.00	15.00	90.00
Total Dept 371 - INSPECTION DEPT./INSPECTOR		128,250.00	116,879.83	10,650.51	11,370.17	91.13

PERIOD ENDING 01/31/2020

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GL NUMBER	DESCRIPTION	2019-20	YTD BALANCE	ACTIVITY FOR	AVAILABLE	% BDGT USED
		AMENDED BUDGET	01/31/2020 NORMAL (ABNORMAL)	MONTH 01/31/2020 INCREASE (DECREASE)	BALANCE NORMAL (ABNORMAL)	
Fund 101 - GENERAL OPERATING FUND						
Expenditures						
Dept 401 - PLANNING & ZONING BOARDS						
101-401-702.00	SALARY	45,000.00	38,436.94	3,501.54	6,563.06	85.42
101-401-702.11	Health Insurance Waiver	3,120.00	2,640.00	240.00	480.00	84.62
101-401-702.50	SALARY - LONGEVITY	1,025.00	1,025.00	0.00	0.00	100.00
101-401-704.01	COMPLIANCE OFFICIALS	15,000.00	11,023.65	762.45	3,976.35	73.49
101-401-713.00	SOCIAL SECURITY	3,762.00	3,461.81	294.76	300.19	92.02
101-401-713.02	MEDICARE	920.00	809.59	68.93	110.41	88.00
101-401-715.00	LIFE INSURANCE	42.00	11.00	1.10	31.00	26.19
101-401-719.00	BOARD MEMBERS COMPENSATION	2,920.00	1,770.00	250.00	1,150.00	60.62
101-401-719.01	Z.B.A. COMPENSATION	2,100.00	940.00	0.00	1,160.00	44.76
101-401-730.00	GASOLINE	0.00	351.42	0.00	(351.42)	100.00
101-401-731.00	OPERATING SUPPLIES	1,000.00	264.47	0.00	735.53	26.45
101-401-732.00	OFFICE SUPPLIES	400.00	205.15	0.00	194.85	51.29
101-401-802.00	LEGAL COUNSEL	6,000.00	15,933.29	0.00	(9,933.29)	265.55
101-401-802.05	ZONING ORDINANCE REVISION	7,000.00	4,440.47	0.00	2,559.53	63.44
101-401-803.00	CONSULTING ENGINEERS	10,000.00	6,085.55	836.25	3,914.45	60.86
101-401-805.00	COMPUTER MAINTENANCE AGREEMENT	1,607.00	1,607.00	0.00	0.00	100.00
101-401-860.00	MILEAGE	400.00	11.76	0.00	388.24	2.94
101-401-891.00	GIS MAPPING CONTRACT	300.00	0.00	0.00	300.00	0.00
101-401-901.00	PRINTING AND PUBLISHING	4,616.00	6,951.00	604.00	(2,335.00)	150.58
101-401-939.00	EQUIPMENT MAINTENANCE	650.00	0.00	0.00	650.00	0.00
101-401-955.01	DANGEROUS BUILDINGS	30,000.00	4,532.85	0.00	25,467.15	15.11
Total Dept 401 - PLANNING & ZONING BOARDS		135,862.00	100,500.95	6,559.03	35,361.05	73.97

PERIOD ENDING 01/31/2020

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GL NUMBER	DESCRIPTION	2019-20	YTD BALANCE	ACTIVITY FOR	AVAILABLE	% BGD USED
		AMENDED BUDGET	01/31/2020 NORMAL (ABNORMAL)	MONTH 01/31/2020 INCREASE (DECREASE)	BALANCE NORMAL (ABNORMAL)	
Fund 101 - GENERAL OPERATING FUND						
Expenditures						
Dept 446 - HIGHWAYS, STREETS, BRIDGES						
101-446-811.00	STREET LIGHTS	165,000.00	142,865.94	9,323.97	22,134.06	86.59
101-446-814.00	BRIDGE/CULVERT REPAIR	0.00	75,000.00	0.00	(75,000.00)	100.00
101-446-995.00	DEBT SERVICE - I COUNTY ROAD	0.00	2,014.55	0.00	(2,014.55)	100.00
Total Dept 446 - HIGHWAYS, STREETS, BRIDGES		165,000.00	219,880.49	9,323.97	(54,880.49)	133.26

PERIOD ENDING 01/31/2020

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GL NUMBER	DESCRIPTION	2019-20	YTD BALANCE	ACTIVITY FOR	AVAILABLE	% BDTG USED
		AMENDED BUDGET	01/31/2020 NORMAL (ABNORMAL)	MONTH 01/31/2020 INCREASE (DECREASE)	BALANCE NORMAL (ABNORMAL)	
Fund 101 - GENERAL OPERATING FUND						
Expenditures						
Dept 491 - MARIJUANA REGULATIONS & LICESNSING						
101-491-977.00	CAPITAL OUTLAY	0.00	29,494.00	29,494.00	(29,494.00)	100.00
Total Dept 491 - MARIJUANA REGULATIONS & LICESNSING		0.00	29,494.00	29,494.00	(29,494.00)	100.00

REVENUE AND EXPENDITURE REPORT FOR CHARTER TOWNSHIP OF EMMETT  
 PERIOD ENDING 01/31/2020

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GL NUMBER	DESCRIPTION	2019-20	YTD BALANCE	ACTIVITY FOR	AVAILABLE	% BDGT USED
		AMENDED BUDGET	01/31/2020 NORMAL (ABNORMAL)	MONTH 01/31/2020 INCREASE (DECREASE)	BALANCE NORMAL (ABNORMAL)	
Fund 101 - GENERAL OPERATING FUND						
Expenditures						
Dept 851 - INSURANCE, PENSION & MISC.						
101-851-717.00	PENSION EXPENSE	47,700.00	47,050.00	4,705.00	650.00	98.64
101-851-931.00	WORKERS COMP INSURANCE	5,000.00	2,662.26	0.00	2,337.74	53.25
101-851-931.01	PROFF. PERSONNEL LIABILITY INS.	25,500.00	15,291.76	0.00	10,208.24	59.97
101-851-931.02	FACILITIES/VEHICLE INSURANCE	14,000.00	11,073.04	0.00	2,926.96	79.09
101-851-931.06	BENNY CARD - MONTHLY FEE	750.00	713.54	0.00	36.46	95.14
101-851-931.07	BENNY CARD - UTILIZATION COST	50,900.00	13,916.38	0.00	36,983.62	27.34
101-851-964.00	REFUNDS PAID	10,000.00	577.62	8.66	9,422.38	5.78
101-851-965.00	DRAIN MAINTENANCE	28,700.00	0.00	0.00	28,700.00	0.00
101-851-965.33	FEES PAID	500.00	0.00	0.00	500.00	0.00
101-851-965.34	BANK FEES PAID	1,000.00	534.56	50.90	465.44	53.46
101-851-965.35	FEES PAID - DRAINS	126,000.00	0.00	0.00	126,000.00	0.00
Total Dept 851 - INSURANCE, PENSION & MISC.		310,050.00	91,819.16	4,764.56	218,230.84	29.61

REVENUE AND EXPENDITURE REPORT FOR CHARTER TOWNSHIP OF EMMETT  
 PERIOD ENDING 01/31/2020

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GL NUMBER	DESCRIPTION	2019-20	YTD BALANCE	ACTIVITY FOR	AVAILABLE		% BGD USED
		AMENDED BUDGET	01/31/2020 NORMAL (ABNORMAL)	MONTH 01/31/2020 INCREASE (DECREASE)	NORMAL	(ABNORMAL)	
Fund 101 - GENERAL OPERATING FUND							
Expenditures							
Dept 999 - TRANSFERS AND OTHER							
101-999-999.00	TRANSFERS OUT	825,000.00	825,000.00	0.00	0.00		100.00
Total Dept 999 - TRANSFERS AND OTHER		825,000.00	825,000.00	0.00	0.00		100.00

REVENUE AND EXPENDITURE REPORT FOR CHARTER TOWNSHIP OF EMMETT  
 PERIOD ENDING 01/31/2020

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GL NUMBER	DESCRIPTION	2019-20	YTD BALANCE	ACTIVITY FOR	AVAILABLE	% BGD USED
		AMENDED BUDGET	01/31/2020 NORMAL (ABNORMAL)	MONTH 01/31/2020 INCREASE (DECREASE)	BALANCE NORMAL (ABNORMAL)	
Fund 101 - GENERAL OPERATING FUND						
Expenditures						
TOTAL EXPENDITURES		2,579,943.95	2,162,842.73	118,835.74	417,101.22	83.83
Fund 101 - GENERAL OPERATING FUND:						
TOTAL REVENUES		2,231,014.00	1,563,240.13	20,809.64	667,773.87	70.07
TOTAL EXPENDITURES		2,579,943.95	2,162,842.73	118,835.74	417,101.22	83.83
NET OF REVENUES & EXPENDITURES		(348,929.95)	(599,602.60)	(98,026.10)	250,672.65	171.84

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GL NUMBER	DESCRIPTION	2019-20	YTD BALANCE	ACTIVITY FOR	AVAILABLE	% BDGT USED
		AMENDED BUDGET	01/31/2020 NORMAL (ABNORMAL)	MONTH 01/31/2020 INCREASE (DECREASE)	BALANCE NORMAL (ABNORMAL)	
Fund 205 - PUBLIC SAFETY FUND						
Revenues						
Dept 000 - NONE						
205-000-403.00	TAXES - CURRENT OPERATING	499,971.00	0.00	0.00	499,971.00	0.00
205-000-403.06	PUBLIC SAFETY - SPECIAL ASSESSMENT	566,301.00	0.00	0.00	566,301.00	0.00
205-000-487.00	ALARM PERMITS	1,000.00	660.00	600.00	340.00	66.00
205-000-488.00	PURCHASE PERMITS	100.00	34.00	6.00	66.00	34.00
205-000-488.05	FEE - DNA SWABS	60.00	167.63	6.00	(107.63)	279.38
205-000-488.07	FEE - S.O. REGISTRATION	300.00	(18.00)	270.00	318.00	(6.00)
205-000-488.10	REFLECTIVE SIGN SALES	140.00	100.00	0.00	40.00	71.43
205-000-528.01	REVENUE - COPS GRANT	0.00	(1,143.06)	1,602.85	1,143.06	100.00
205-000-528.07	SCHOOL CONTRIBUTION-LIAISON	131,495.00	97,641.94	45,521.78	33,853.06	74.26
205-000-574.00	STATE SHARE - LIQ. LICENSE	12,000.00	13,886.70	0.00	(1,886.70)	115.72
205-000-607.00	PUBLIC SAFETY REPORTS	2,500.00	3,199.61	237.83	(699.61)	127.98
205-000-652.00	PARKING FINES	500.00	75.00	0.00	425.00	15.00
205-000-656.00	ORDINANCE FINES FROM COUNTY	63,000.00	53,605.54	4,934.43	9,394.46	85.09
205-000-657.00	ALARM ORDINANCE FINES	100.00	200.00	0.00	(100.00)	200.00
205-000-658.00	COST RECOVERY ORD. FINES	2,500.00	2,909.00	295.00	(409.00)	116.36
205-000-658.01	COST RECOVERY-ACCIDENT/RESCUE	10,000.00	0.00	0.00	10,000.00	0.00
205-000-673.00	SALE OF FIXED ASSETS	1,000.00	63.92	0.00	936.08	6.39
205-000-675.00	CONTRIB. DONATIONS & MISC.	1,000.00	0.00	0.00	1,000.00	0.00
205-000-676.00	REIMBURSEMENTS	2,500.00	41,839.52	0.00	(39,339.52)	1,673.58
205-000-676.02	REIMBURSEMENTS - ACTUAL SPECIFIC	30,000.00	0.00	0.00	30,000.00	0.00
205-000-677.01	SHARE OF LOCAL REV. SHARING	270,000.00	285,799.58	0.00	(15,799.58)	105.85
205-000-699.00	OPERATING TRANSFERS - IN	825,000.00	825,000.00	0.00	0.00	100.00
Total Dept 000 - NONE		2,419,467.00	1,324,021.38	53,473.89	1,095,445.62	54.72
TOTAL REVENUES		2,419,467.00	1,324,021.38	53,473.89	1,095,445.62	54.72
Expenditures						
Dept 305 - ADMINISTRATION						
205-305-702.01	SALARY - DIRECTOR	71,698.00	19,991.86	0.00	51,706.14	27.88
205-305-702.05	Salary - Secretary	37,440.00	31,536.00	2,862.00	5,904.00	84.23
205-305-702.11	Health Insurance Waiver	6,240.00	2,880.00	240.00	3,360.00	46.15
205-305-702.50	SALARY - LONGEVITY	3,975.00	2,800.00	0.00	1,175.00	70.44
205-305-704.04	ADMINISTRATIVE SECRETARY	31,200.00	26,400.00	2,400.00	4,800.00	84.62
205-305-705.00	OVERTIME	297.00	0.00	0.00	297.00	0.00
205-305-713.00	SOCIAL SECURITY	8,966.00	5,096.59	333.21	3,869.41	56.84
205-305-713.02	MEDICARE	2,097.00	1,191.95	77.93	905.05	56.84
205-305-714.00	HOSPITALIZATION	23,591.00	20,813.44	2,126.16	2,777.56	88.23
Total Dept 305 - ADMINISTRATION		185,504.00	110,709.84	8,039.30	74,794.16	59.68

PERIOD ENDING 01/31/2020

\*NOTE: Available Balance / Pct Budget Used does not reflect amounts encumbered.

GL NUMBER	DESCRIPTION	2019-20	YTD BALANCE	ACTIVITY FOR	AVAILABLE	% BGD USED
		AMENDED BUDGET	01/31/2020 NORMAL (ABNORMAL)	MONTH 01/31/2020 INCREASE (DECREASE)	BALANCE NORMAL (ABNORMAL)	
Fund 205 - PUBLIC SAFETY FUND						
Expenditures						
Dept 306 - COMMAND DIVISION						
205-306-702.03	SALARY - LIEUTENANT	141,244.00	119,012.58	9,199.04	22,231.42	84.26
205-306-702.04	SALARY - DET./SGT.	64,254.00	39,890.88	4,186.08	24,363.12	62.08
205-306-702.15	SALARY - SERGEANTS	124,424.00	109,989.64	8,839.20	14,434.36	88.40
205-306-702.50	SALARY - LONGEVITY	10,000.00	10,000.00	0.00	0.00	100.00
205-306-705.00	OVERTIME	46,166.00	22,204.04	4,400.76	23,961.96	48.10
205-306-706.00	FIRE RUN OVERTIME	13,197.00	16,022.97	1,166.79	(2,825.97)	121.41
205-306-713.00	SOCIAL SECURITY	26,560.00	20,215.09	2,010.25	6,344.91	76.11
205-306-713.02	MEDICARE	6,212.00	4,727.72	470.15	1,484.28	76.11
205-306-714.00	HOSPITALIZATION	102,615.00	87,669.76	8,969.48	14,945.24	85.44
205-306-716.00	HOLIDAY PAY	15,922.00	14,543.52	5,223.44	1,378.48	91.34
205-306-717.00	PENSION EXPENSE	25,407.00	20,851.62	2,070.06	4,555.38	82.07
Total Dept 306 - COMMAND DIVISION		576,001.00	465,127.82	46,535.25	110,873.18	80.75

REVENUE AND EXPENDITURE REPORT FOR CHARTER TOWNSHIP OF EMMETT  
 PERIOD ENDING 01/31/2020

\*NOTE: Available Balance / Pct Budget Used does not reflect amounts encumbered.

GL NUMBER	DESCRIPTION	2019-20	YTD BALANCE	ACTIVITY FOR	AVAILABLE	% BGD USED
		AMENDED BUDGET	01/31/2020 NORMAL (ABNORMAL)	MONTH 01/31/2020 INCREASE (DECREASE)	BALANCE NORMAL (ABNORMAL)	
Fund 205 - PUBLIC SAFETY FUND						
Expenditures						
Dept 310 - CRIME CONTROL AND INVESTIGATION						
205-310-702.05	SALARY DETECTIVE	59,623.00	50,265.60	3,884.16	9,357.40	84.31
205-310-702.50	SALARY - LONGEVITY	1,700.00	1,700.00	0.00	0.00	100.00
205-310-705.00	OVERTIME	5,962.00	1,276.15	0.00	4,685.85	21.40
205-310-706.00	FIRE RUN OVERTIME	1,789.00	599.76	0.00	1,189.24	33.52
205-310-713.00	SOCIAL SECURITY	4,453.00	3,430.55	284.01	1,022.45	77.04
205-310-713.02	MEDICARE	1,041.00	802.31	66.42	238.69	77.07
205-310-714.00	HOSPITALIZATION	20,990.00	16,775.35	1,451.50	4,214.65	79.92
205-310-716.00	HOLIDAY PAY	2,741.00	2,513.28	913.92	227.72	91.69
205-310-717.00	PENSION EXPENSE	4,396.00	3,619.08	300.84	776.92	82.33
Total Dept 310 - CRIME CONTROL AND INVESTIGATION		102,695.00	80,982.08	6,900.85	21,712.92	78.86

PERIOD ENDING 01/31/2020

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GL NUMBER	DESCRIPTION	2019-20	YTD BALANCE	ACTIVITY FOR	AVAILABLE	% BGD USED
		AMENDED BUDGET	01/31/2020 NORMAL (ABNORMAL)	MONTH 01/31/2020 INCREASE (DECREASE)	BALANCE NORMAL (ABNORMAL)	
Fund 205 - PUBLIC SAFETY FUND						
Expenditures						
Dept 311 - PATROL DIVISION						
205-311-702.02	SALARY	337,924.00	285,329.96	23,929.40	52,594.04	84.44
205-311-702.50	SALARY - LONGEVITY	4,275.00	4,275.00	0.00	0.00	100.00
205-311-705.00	OVERTIME	47,047.00	46,866.58	6,995.47	180.42	99.62
205-311-706.00	FIRE RUN OVERTIME	13,517.00	10,498.66	499.14	3,018.34	77.67
205-311-713.00	SOCIAL SECURITY	25,921.00	21,997.48	2,220.38	3,923.52	84.86
205-311-713.02	MEDICARE	6,062.00	5,144.56	519.28	917.44	84.87
205-311-714.00	HOSPITALIZATION	104,810.00	74,153.20	7,677.22	30,656.80	70.75
205-311-716.00	HOLIDAY PAY	15,317.00	14,123.16	5,000.36	1,193.84	92.21
205-311-717.00	PENSION EXPENSE	25,772.00	22,666.85	2,283.82	3,105.15	87.95
Total Dept 311 - PATROL DIVISION		580,645.00	485,055.45	49,125.07	95,589.55	83.54

REVENUE AND EXPENDITURE REPORT FOR CHARTER TOWNSHIP OF EMMETT  
 PERIOD ENDING 01/31/2020

\*NOTE: Available Balance / Pct Budget Used does not reflect amounts encumbered.

GL NUMBER	DESCRIPTION	2019-20	YTD BALANCE	ACTIVITY FOR	AVAILABLE	% BGDG USED
		AMENDED BUDGET	01/31/2020 NORMAL (ABNORMAL)	MONTH 01/31/2020 INCREASE (DECREASE)	BALANCE NORMAL (ABNORMAL)	
Fund 205 - PUBLIC SAFETY FUND						
Expenditures						
Dept 312 - SCHOOL LIAISON DIVISION						
205-312-702.10	SALARY SCHOOL LIAISON	113,342.00	95,370.10	7,354.89	17,971.90	84.14
205-312-702.50	SALARY - LONGEVITY	1,025.00	1,025.00	0.00	0.00	100.00
205-312-705.00	OVERTIME	12,197.00	16,896.60	(1,870.36)	(4,699.60)	138.53
205-312-706.00	FIRE RUN OVERTIME	4,534.00	4,787.17	873.50	(253.17)	105.58
205-312-713.00	SOCIAL SECURITY	8,450.00	8,145.34	707.42	304.66	96.39
205-312-713.02	MEDICARE	1,976.00	1,904.96	165.44	71.04	96.40
205-312-714.00	HOSPITALIZATION	50,713.00	41,686.09	4,313.14	9,026.91	82.20
205-312-716.00	HOLIDAY PAY	5,191.00	4,975.36	1,730.56	215.64	95.85
205-312-717.00	PENSION EXPENSE	8,481.00	8,420.02	732.02	60.98	99.28
Total Dept 312 - SCHOOL LIAISON DIVISION		205,909.00	183,210.64	14,006.61	22,698.36	88.98

PERIOD ENDING 01/31/2020

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GL NUMBER	DESCRIPTION	2019-20	YTD BALANCE	ACTIVITY FOR	AVAILABLE	% BGD USED
		AMENDED BUDGET	01/31/2020 NORMAL (ABNORMAL)	MONTH 01/31/2020 INCREASE (DECREASE)	BALANCE NORMAL (ABNORMAL)	
Fund 205 - PUBLIC SAFETY FUND						
Expenditures						
Dept 315 - TRAFFIC & SAFETY PROGRAM						
205-315-702.08	SALARY TSU OFFICERS	69,888.00	16,897.00	960.00	52,991.00	24.18
205-315-705.00	OVERTIME	6,290.00	3,886.00	1,056.00	2,404.00	61.78
205-315-706.00	FIRE RUN OVERTIME	4,024.00	0.00	0.00	4,024.00	0.00
205-315-707.03	MOTOR CARRIER OFFICER	26,624.00	21,640.00	1,536.00	4,984.00	81.28
205-315-713.00	SOCIAL SECURITY	6,623.00	2,638.16	220.23	3,984.84	39.83
205-315-713.02	MEDICARE	1,549.00	616.99	51.51	932.01	39.83
Total Dept 315 - TRAFFIC & SAFETY PROGRAM		114,998.00	45,678.15	3,823.74	69,319.85	39.72

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PERIOD ENDING 01/31/2020

DB: Emmett Township

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GL NUMBER	DESCRIPTION	2019-20	YTD BALANCE	ACTIVITY FOR	AVAILABLE	% BDGT USED
		AMENDED BUDGET	01/31/2020 NORMAL (ABNORMAL)	MONTH 01/31/2020 INCREASE (DECREASE)	BALANCE NORMAL (ABNORMAL)	
Fund 205 - PUBLIC SAFETY FUND						
Expenditures						
Dept 326 - OPERATING - EQUIPMENT						
205-326-718.00	UNIFORMS AND CLEANING	13,000.00	3,174.48	612.49	9,825.52	24.42
205-326-721.00	PHYSICALS	5,000.00	1,180.00	0.00	3,820.00	23.60
205-326-729.00	POSTAGE	500.00	0.00	0.00	500.00	0.00
205-326-730.00	GASOLINE	50,000.00	31,379.89	3,099.55	18,620.11	62.76
205-326-730.01	AMMUNITION	4,000.00	4,043.44	0.00	(43.44)	101.09
205-326-731.00	OPERATING SUPPLIES	8,000.00	6,005.23	286.17	1,994.77	75.07
205-326-732.00	OFFICE SUPPLIES	4,000.00	2,897.90	40.72	1,102.10	72.45
205-326-733.00	POLICY AND PROCEDURE	7,677.00	7,869.00	0.00	(192.00)	102.50
205-326-802.00	LEGAL COUNSEL	40,000.00	37,928.66	0.00	2,071.34	94.82
205-326-805.00	COMPUTER MAINTENANCE AGREEMENT	23,512.00	12,228.47	3,058.17	11,283.53	52.01
205-326-850.00	COMMUNICATIONS - BLG. PHONES	5,000.00	5,146.75	538.15	(146.75)	102.94
205-326-850.02	COMMUNICATIONS - C.C.C.D.A.	175,000.00	157,320.96	0.00	17,679.04	89.90
205-326-850.03	STATE MIC FEES	2,000.00	(1,125.00)	0.00	3,125.00	(56.25)
205-326-850.04	MCT FEES	3,792.00	0.00	0.00	3,792.00	0.00
205-326-850.06	LEIN FEES	1,100.00	0.00	0.00	1,100.00	0.00
205-326-850.07	CELLULAR COMMUNICATIONS	4,800.00	3,504.84	384.02	1,295.16	73.02
205-326-850.08	CARS- VERIZON	3,845.00	3,242.22	360.18	602.78	84.32
205-326-880.00	CRIME & FIRE PREVENTION	1,000.00	867.50	0.00	132.50	86.75
205-326-880.01	CRIME & FIRE PREVENTION - SIGNS	100.00	0.00	0.00	100.00	0.00
205-326-881.00	DISASTER & EMERGENCY	5,000.00	0.00	0.00	5,000.00	0.00
205-326-921.00	ELECTRICAL UTILITIES	15,000.00	11,783.15	1,257.73	3,216.85	78.55
205-326-922.00	HEATING UTILITIES	4,500.00	3,645.89	718.56	854.11	81.02
205-326-923.00	WATER & SEWER UTILITIES	1,100.00	880.75	93.11	219.25	80.07
205-326-930.00	BUILDING MAINTENANCE	7,000.00	1,879.14	320.41	5,120.86	26.84
205-326-939.00	EQUIPMENT MAINTENANCE	2,000.00	720.00	495.00	1,280.00	36.00
205-326-939.02	COPIER LEASE USAGE/MAINTENANCE	2,000.00	1,903.50	380.70	96.50	95.18
205-326-955.00	MISCELLANEOUS	4,047.70	3,068.15	140.26	979.55	75.80
205-326-956.00	CONFERENCES & SCHOOLS	12,000.00	1,760.59	869.20	10,239.41	14.67
205-326-957.00	DUES & MEMBERSHIPS	1,100.00	360.00	190.00	740.00	32.73
205-326-970.00	CAPITAL OUTLAY	24,000.00	19,968.16	568.00	4,031.84	83.20
Total Dept 326 - OPERATING - EQUIPMENT		430,073.70	321,633.67	13,412.42	108,440.03	74.79

PERIOD ENDING 01/31/2020

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GL NUMBER	DESCRIPTION	2019-20	YTD BALANCE	ACTIVITY FOR	AVAILABLE	% BDGT USED
		AMENDED BUDGET	01/31/2020 NORMAL (ABNORMAL)	MONTH 01/31/2020 INCREASE (DECREASE)	BALANCE NORMAL (ABNORMAL)	
Fund 205 - PUBLIC SAFETY FUND						
Expenditures						
Dept 339 - FIRE STATION STAFFING						
205-339-705.00	OVERTIME	28,278.00	23,150.25	3,204.00	5,127.75	81.87
205-339-707.02	STATION STAFFING	143,760.00	95,410.13	8,813.13	48,349.87	66.37
205-339-713.00	SOCIAL SECURITY	10,666.00	7,350.74	745.07	3,315.26	68.92
205-339-713.02	MEDICARE	2,495.00	1,719.12	174.24	775.88	68.90
Total Dept 339 - FIRE STATION STAFFING		185,199.00	127,630.24	12,936.44	57,568.76	68.92

PERIOD ENDING 01/31/2020

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GL NUMBER	DESCRIPTION	2019-20	YTD BALANCE	ACTIVITY FOR	AVAILABLE	% BDGT USED
		AMENDED BUDGET	01/31/2020 NORMAL (ABNORMAL)	MONTH 01/31/2020 INCREASE (DECREASE)	BALANCE NORMAL (ABNORMAL)	
Fund 205 - PUBLIC SAFETY FUND						
Expenditures						
Dept 340 - FIRE PSO CALL BACK						
205-340-707.02	PSO II CALL BACK	25,280.00	11,854.50	820.00	13,425.50	46.89
205-340-713.00	SOCIAL SECURITY	1,567.00	734.99	50.84	832.01	46.90
205-340-713.02	MEDICARE	367.00	171.89	11.90	195.11	46.84
Total Dept 340 - FIRE PSO CALL BACK		27,214.00	12,761.38	882.74	14,452.62	46.89

REVENUE AND EXPENDITURE REPORT FOR CHARTER TOWNSHIP OF EMMETT  
 PERIOD ENDING 01/31/2020

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GL NUMBER	DESCRIPTION	2019-20	YTD BALANCE	ACTIVITY FOR	AVAILABLE	% BGD USED
		AMENDED BUDGET	01/31/2020 NORMAL (ABNORMAL)	MONTH 01/31/2020 INCREASE (DECREASE)	BALANCE NORMAL (ABNORMAL)	
Fund 205 - PUBLIC SAFETY FUND						
Expenditures						
Dept 851 - INSURANCE, PENSION & MISC.						
205-851-714.01	PROGRESSIVE BENEFIT - MONTHLY FEE	1,015.00	310.99	0.00	704.01	30.64
205-851-714.02	PROGRESSIVE BENEFIT - REIMBURSED USAGE	40,000.00	23,655.52	(80.00)	16,344.48	59.14
205-851-715.00	LIFE INSURANCE	1,245.00	964.43	97.11	280.57	77.46
205-851-722.00	UNEMPLOYMENT	5,000.00	0.00	0.00	5,000.00	0.00
205-851-931.00	WORKERS COMP INSURANCE	53,835.00	40,680.15	0.00	13,154.85	75.56
205-851-931.01	PROFF. PERSONNEL LIABILITY INS.	62,000.00	44,485.12	0.00	17,514.88	71.75
205-851-931.02	FACILITIES/VEHICLE INSURANCE	30,000.00	32,212.48	0.00	(2,212.48)	107.37
205-851-964.00	REFUNDS PAID	1,000.00	180.73	0.00	819.27	18.07
Total Dept 851 - INSURANCE, PENSION & MISC.		194,095.00	142,489.42	17.11	51,605.58	73.41

PERIOD ENDING 01/31/2020

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		AMENDED BUDGET	01/31/2020 NORMAL (ABNORMAL)	MONTH 01/31/2020 INCREASE (DECREASE)	BALANCE NORMAL (ABNORMAL)	
Fund 205 - PUBLIC SAFETY FUND Expenditures						
TOTAL EXPENDITURES		2,602,333.70	1,975,278.69	155,679.53	627,055.01	75.90
Fund 205 - PUBLIC SAFETY FUND:						
TOTAL REVENUES		2,419,467.00	1,324,021.38	53,473.89	1,095,445.62	54.72
TOTAL EXPENDITURES		2,602,333.70	1,975,278.69	155,679.53	627,055.01	75.90
NET OF REVENUES & EXPENDITURES		(182,866.70)	(651,257.31)	(102,205.64)	468,390.61	356.14

PERIOD ENDING 01/31/2020

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GL NUMBER	DESCRIPTION	2019-20	YTD BALANCE	ACTIVITY FOR	AVAILABLE	% BDGT USED
		AMENDED BUDGET	01/31/2020 NORMAL (ABNORMAL)	MONTH 01/31/2020 INCREASE (DECREASE)	BALANCE NORMAL (ABNORMAL)	
Fund 206 - PUBLIC SAFETY SPECIAL REVENUE FUND						
Revenues						
Dept 000 - NONE						
206-000-403.07	TAXES - EQUIPMENT MILLAGE	333,314.00	0.00	0.00	333,314.00	0.00
206-000-575.02	GRANTS	0.00	(2,775.92)	0.00	2,775.92	100.00
206-000-665.06	PUBLIC SAFETY EX-BO K9 INTEREST	0.00	141.53	0.00	(141.53)	100.00
206-000-673.00	SALE OF FIXED ASSETS	5,000.00	0.00	0.00	5,000.00	0.00
206-000-675.01	EXPLOSIVES K9 - FUND RAISER	0.00	21,661.00	0.00	(21,661.00)	100.00
206-000-676.00	REIMBURSEMENTS	47,750.00	47,749.98	0.00	0.02	100.00
206-000-677.01	SHARE OF LOCAL REV. SHARING	80,000.00	89,340.29	0.00	(9,340.29)	111.68
Total Dept 000 - NONE		466,064.00	156,116.88	0.00	309,947.12	33.50
TOTAL REVENUES		466,064.00	156,116.88	0.00	309,947.12	33.50
Expenditures						
Dept 000 - NONE						
206-000-803.00	CONSULTING ENGINEERS	500.00	0.00	0.00	500.00	0.00
206-000-861.00	VEHICLE MAINTENANCE- PATROL UNITS	28,000.00	21,437.67	3,571.65	6,562.33	76.56
206-000-861.01	VEHICLE MAINTENANCE	3,000.00	52.91	0.00	2,947.09	1.76
206-000-861.02	VEHICLE MAINTENANCE-FIRE APPARATUS	25,000.00	21,638.61	661.96	3,361.39	86.55
206-000-862.00	RADIO MAINTENANCE	5,000.00	170.17	0.00	4,829.83	3.40
206-000-930.00	BUILDING MAINTENANCE	45,000.00	3,644.38	65.00	41,355.62	8.10
206-000-939.00	EQUIPMENT MAINTENANCE	6,500.00	5,440.70	0.00	1,059.30	83.70
206-000-955.00	MISCELLANEOUS	5,000.00	0.00	0.00	5,000.00	0.00
206-000-964.00	REFUNDS PAID	1,000.00	56.49	0.00	943.51	5.65
206-000-970.00	CAPITAL OUTLAY	20,000.00	3,500.00	0.00	16,500.00	17.50
206-000-970.01	CAPITAL OUTLAY - VEHICLE	76,000.00	7,698.55	0.00	68,301.45	10.13
206-000-970.02	CAPITAL OUTLAY - EQUIPMENT	25,000.00	0.00	0.00	25,000.00	0.00
206-000-990.00	DEBT RETIREMENT	138,251.00	145,163.77	0.00	(6,912.77)	105.00
206-000-990.02	BLDG LDC DEBT RETIREMENT	22,834.00	18,961.45	1,898.41	3,872.55	83.04
206-000-990.03	FIRE TRUCK LOAN REPAYMENT	44,350.00	47,574.78	0.00	(3,224.78)	107.27
Total Dept 000 - NONE		445,435.00	275,339.48	6,197.02	170,095.52	61.81
TOTAL EXPENDITURES		445,435.00	275,339.48	6,197.02	170,095.52	61.81
Fund 206 - PUBLIC SAFETY SPECIAL REVENUE FUND:						
TOTAL REVENUES		466,064.00	156,116.88	0.00	309,947.12	33.50
TOTAL EXPENDITURES		445,435.00	275,339.48	6,197.02	170,095.52	61.81
NET OF REVENUES & EXPENDITURES		20,629.00	(119,222.60)	(6,197.02)	139,851.60	577.94

PERIOD ENDING 01/31/2020

\*NOTE: Available Balance / Pct Budget Used does not reflect amounts encumbered.

GL NUMBER	DESCRIPTION	2019-20	YTD BALANCE	ACTIVITY FOR	AVAILABLE	% BGD USED
		AMENDED BUDGET	01/31/2020 NORMAL (ABNORMAL)	MONTH 01/31/2020 INCREASE (DECREASE)	BALANCE NORMAL (ABNORMAL)	
Fund 211 - DRUG FUNDS						
Revenues						
Dept 000 - NONE						
211-000-659.00	DRUG FORFEITURE - STATE TYPE	18,000.00	0.00	0.00	18,000.00	0.00
Total Dept 000 - NONE		18,000.00	0.00	0.00	18,000.00	0.00
TOTAL REVENUES		18,000.00	0.00	0.00	18,000.00	0.00
Expenditures						
Dept 326 - OPERATING - EQUIPMENT						
211-326-740.00	DRUG FORFEITURE EXPENSES	18,000.00	778.50	127.98	17,221.50	4.33
Total Dept 326 - OPERATING - EQUIPMENT		18,000.00	778.50	127.98	17,221.50	4.33
TOTAL EXPENDITURES		18,000.00	778.50	127.98	17,221.50	4.33
Fund 211 - DRUG FUNDS:						
TOTAL REVENUES		18,000.00	0.00	0.00	18,000.00	0.00
TOTAL EXPENDITURES		18,000.00	778.50	127.98	17,221.50	4.33
NET OF REVENUES & EXPENDITURES		0.00	(778.50)	(127.98)	778.50	100.00

REVENUE AND EXPENDITURE REPORT FOR CHARTER TOWNSHIP OF EMMETT  
 PERIOD ENDING 01/31/2020

\*NOTE: Available Balance / Pct Budget Used does not reflect amounts encumbered.

GL NUMBER	DESCRIPTION	2019-20	YTD BALANCE	ACTIVITY FOR	AVAILABLE	% BGD USED
		AMENDED BUDGET	01/31/2020 NORMAL (ABNORMAL)	MONTH 01/31/2020 INCREASE (DECREASE)	BALANCE NORMAL (ABNORMAL)	
Fund 230 - BEADLE LAKE WEED CONTROL						
Revenues						
Dept 000 - NONE						
230-000-672.00	ASSESSMENT REVENUE	15,000.00	0.00	0.00	15,000.00	0.00
Total Dept 000 - NONE		15,000.00	0.00	0.00	15,000.00	0.00
TOTAL REVENUES		15,000.00	0.00	0.00	15,000.00	0.00
Expenditures						
Dept 000 - NONE						
230-000-801.00	WEED CONTROL	15,000.00	9,980.25	0.00	5,019.75	66.54
Total Dept 000 - NONE		15,000.00	9,980.25	0.00	5,019.75	66.54
TOTAL EXPENDITURES		15,000.00	9,980.25	0.00	5,019.75	66.54
Fund 230 - BEADLE LAKE WEED CONTROL:						
TOTAL REVENUES		15,000.00	0.00	0.00	15,000.00	0.00
TOTAL EXPENDITURES		15,000.00	9,980.25	0.00	5,019.75	66.54
NET OF REVENUES & EXPENDITURES		0.00	(9,980.25)	0.00	9,980.25	100.00

REVENUE AND EXPENDITURE REPORT FOR CHARTER TOWNSHIP OF EMMETT  
 PERIOD ENDING 01/31/2020

\*NOTE: Available Balance / Pct Budget Used does not reflect amounts encumbered.

GL NUMBER	DESCRIPTION	2019-20	YTD BALANCE	ACTIVITY FOR	AVAILABLE	% BGD USED
		AMENDED BUDGET	01/31/2020 NORMAL (ABNORMAL)	MONTH 01/31/2020 INCREASE (DECREASE)	BALANCE NORMAL (ABNORMAL)	
Fund 246 - TOWNSHIP CAPITAL IMPROVEMENT						
Revenues						
Dept 000 - NONE						
246-000-671.00	ECONOMIC DEVELOPMENT CORP REVENUE	7,000.00	7,000.00	0.00	0.00	100.00
Total Dept 000 - NONE		7,000.00	7,000.00	0.00	0.00	100.00
TOTAL REVENUES		7,000.00	7,000.00	0.00	0.00	100.00
Expenditures						
Dept 246 - TOWNSHIP CAPITAL IMPROVEMENTS						
246-246-977.00	CAPITAL OUTLAY	25,000.00	10,130.97	0.00	14,869.03	40.52
Total Dept 246 - TOWNSHIP CAPITAL IMPROVEMENTS		25,000.00	10,130.97	0.00	14,869.03	40.52
TOTAL EXPENDITURES		25,000.00	10,130.97	0.00	14,869.03	40.52
Fund 246 - TOWNSHIP CAPITAL IMPROVEMENT:						
TOTAL REVENUES		7,000.00	7,000.00	0.00	0.00	100.00
TOTAL EXPENDITURES		25,000.00	10,130.97	0.00	14,869.03	40.52
NET OF REVENUES & EXPENDITURES		(18,000.00)	(3,130.97)	0.00	(14,869.03)	17.39

PERIOD ENDING 01/31/2020

\*NOTE: Available Balance / Pct Budget Used does not reflect amounts encumbered.

GL NUMBER	DESCRIPTION	2019-20	YTD BALANCE	ACTIVITY FOR	AVAILABLE	% BGD USED
		AMENDED BUDGET	01/31/2020 NORMAL (ABNORMAL)	MONTH 01/31/2020 INCREASE (DECREASE)	BALANCE NORMAL (ABNORMAL)	
Fund 592 - WATER AND SEWER FUND						
Revenues						
Dept 000 - NONE						
592-000-085.17	SOUTH SHORE ASSESSMENTS	15,965.00	39,685.33	0.00	(23,720.33)	248.58
592-000-085.18	SOUTH SHORE CONNECTIONS	6,395.00	19,489.78	0.00	(13,094.78)	304.77
592-000-403.08	S/A LEVIED	65,000.00	0.00	0.00	65,000.00	0.00
592-000-627.00	SEWER PAYMENT FROM BATTLE CREEK	500,000.00	480,616.74	43,922.56	19,383.26	96.12
592-000-627.01	NEW WATER PAYMENT FROM CITY OF BC	56,000.00	50,182.95	4,236.15	5,817.05	89.61
592-000-635.00	TAP FEES	770.00	332,119.15	0.00	(331,349.15)	3,132.36
592-000-665.00	INTEREST EARNED	1,000.00	100.27	0.00	899.73	10.03
592-000-665.01	INTEREST EARNED - S/A	15,000.00	41.07	0.00	14,958.93	0.27
592-000-676.00	REIMBURSEMENTS	0.00	73,230.46	0.00	(73,230.46)	100.00
Total Dept 000 - NONE		660,130.00	995,465.75	48,158.71	(335,335.75)	150.80
TOTAL REVENUES		660,130.00	995,465.75	48,158.71	(335,335.75)	150.80
Expenditures						
Dept 000 - NONE						
592-000-801.00	AUDIT	12,000.00	10,050.00	0.00	1,950.00	83.75
592-000-802.00	LEGAL COUNSEL	4,000.00	4,563.56	0.00	(563.56)	114.09
592-000-803.00	CONSULTING ENGINEERS	60,000.00	298,642.82	194,832.26	(238,642.82)	497.74
592-000-803.05	CCC PROGRAM - CONSULTANT	4,600.00	3,016.00	377.00	1,584.00	65.57
592-000-804.00	EASEMENTS & LATERALS	0.00	30.00	30.00	(30.00)	100.00
592-000-807.00	STORM WATER MANAGEMENT	1,600.00	0.00	0.00	1,600.00	0.00
592-000-925.00	SEWER TREATMENT S & W	1,000.00	0.00	0.00	1,000.00	0.00
592-000-931.01	PROFF. PERSONNEL LIABILITY INS.	18,000.00	9,731.12	0.00	8,268.88	54.06
592-000-931.02	FACILITIES/VEHICLE INSURANCE	6,300.00	7,046.48	0.00	(746.48)	111.85
592-000-939.04	SEWER LINE MAINTENANCE	0.00	75,000.00	0.00	(75,000.00)	100.00
592-000-955.00	MISCELLANEOUS	0.00	(82,164.72)	0.00	82,164.72	100.00
592-000-963.00	INTEREST EXPENSE	20,000.00	14,800.00	0.00	5,200.00	74.00
592-000-965.30	SEW LEADS - REPAIR, CONTRUCTION	18,622.00	68,159.42	0.00	(49,537.42)	366.02
592-000-965.32	BONDS PAID	195,000.00	195,500.00	0.00	(500.00)	100.26
Total Dept 000 - NONE		341,122.00	604,374.68	195,239.26	(263,252.68)	177.17

PERIOD ENDING 01/31/2020

\*NOTE: Available Balance / Pct Budget Used does not reflect amounts encumbered.

GL NUMBER	DESCRIPTION	2019-20	YTD BALANCE	ACTIVITY FOR	AVAILABLE	% BDGT USED
		AMENDED BUDGET	01/31/2020 NORMAL (ABNORMAL)	MONTH 01/31/2020 INCREASE (DECREASE)	BALANCE NORMAL (ABNORMAL)	
Fund 592 - WATER AND SEWER FUND						
Expenditures						
TOTAL EXPENDITURES		341,122.00	604,374.68	195,239.26	(263,252.68)	177.17
Fund 592 - WATER AND SEWER FUND:						
TOTAL REVENUES		660,130.00	995,465.75	48,158.71	(335,335.75)	150.80
TOTAL EXPENDITURES		341,122.00	604,374.68	195,239.26	(263,252.68)	177.17
NET OF REVENUES & EXPENDITURES		319,008.00	391,091.07	(147,080.55)	(72,083.07)	122.60

PERIOD ENDING 01/31/2020

\*NOTE: Available Balance / Pct Budget Used does not reflect amounts encumbered.

GL NUMBER	DESCRIPTION	2019-20	YTD BALANCE	ACTIVITY FOR	AVAILABLE	% BGD USED
		AMENDED BUDGET	01/31/2020 NORMAL (ABNORMAL)	MONTH 01/31/2020 INCREASE (DECREASE)	BALANCE NORMAL (ABNORMAL)	
Fund 703 - CURRENT TAX COLLECTION FUND						
Expenditures						
Dept 000 - NONE						
703-000-965.33	FEES PAID	0.00	10.00	0.00	(10.00)	100.00
Total Dept 000 - NONE		0.00	10.00	0.00	(10.00)	100.00
TOTAL EXPENDITURES		0.00	10.00	0.00	(10.00)	100.00
Fund 703 - CURRENT TAX COLLECTION FUND:						
TOTAL REVENUES		0.00	0.00	0.00	0.00	0.00
TOTAL EXPENDITURES		0.00	10.00	0.00	(10.00)	100.00
NET OF REVENUES & EXPENDITURES		0.00	(10.00)	0.00	10.00	100.00
TOTAL REVENUES - ALL FUNDS		5,816,675.00	4,045,844.14	122,442.24	1,770,830.86	69.56
TOTAL EXPENDITURES - ALL FUNDS		6,026,834.65	5,038,735.30	476,079.53	988,099.35	83.61
NET OF REVENUES & EXPENDITURES		(210,159.65)	(992,891.16)	(353,637.29)	782,731.51	472.45

PERIOD ENDING 01/31/2020

GL NUMBER	DESCRIPTION	BALANCE DEBIT	BALANCE CREDIT	PERIOD BALANCE DR (CR)
Fund 101 - GENERAL OPERATING FUND				
Dept 000 - NONE				
101-000-002.00	CASH-SAVINGS	2,196,609.84		2,196,609.84
101-000-004.00	PETTY CASH	450.00		450.00
101-000-018.00	RECEIVABLES CONTROL	15,936.62		15,936.62
101-000-026.00	TAXES RECEIVABLE-DELINQUENT	2,201.36		2,201.36
101-000-073.00	DUE FROM STATE OF MICHIGAN	162,348.00		162,348.00
101-000-084.08	DUE FROM MISC.	775.00		775.00
101-000-084.71	DUE FROM TRUST AND AGENCY	14,501.33		14,501.33
101-000-084.73	DUE FROM TAX	5,430.86		5,430.86
101-000-085.30	A/R PRIME & DOUBLE SEAL	24,374.55		24,374.55
101-000-123.00	PREPAIDS	40,768.17		40,768.17
101-000-202.00	ACCOUNTS PAYABLE		76,938.74	(76,938.74)
101-000-228.01	FICA PAYABLE		2,351.09	(2,351.09)
101-000-229.01	FEDERAL INCOME TAX PAYABLE	2,351.09		2,351.09
101-000-231.00	PAYROLL DEDUCTIONS PAYABLE	24,878.64		24,878.64
101-000-231.06	MERS PAYABLE		847.20	(847.20)
101-000-231.11	INSURANCE PAYABLE		39,304.64	(39,304.64)
101-000-257.00	ACCRUED WAGES PAYABLE		16,064.99	(16,064.99)
101-000-275.01	OVERPAYMENTS & DUP. PAYMENTS		251.20	(251.20)
101-000-366.00	FUND EQUITY BALANCE		2,954,470.20	(2,954,470.20)
101-000-403.03	TAXES - DELIQUENT & PENALTIES		12,666.93	(12,666.93)
101-000-403.04	TAXES - TRAILER FEES		600.00	(600.00)
101-000-405.00	ADMINISTRATIVE FEES		35,920.49	(35,920.49)
101-000-410.00	LAND DIVISION FEES		350.00	(350.00)
101-000-410.01	LOT SPLIT FEES		100.00	(100.00)
101-000-411.00	SITE PLAN REVIEW		5,853.75	(5,853.75)
101-000-451.00	CABLE TELEVISION FRANCHISE		52,226.26	(52,226.26)
101-000-452.00	JUNK YARD & DOG LICENSES		100.00	(100.00)
101-000-453.01	FEES - USED CAR LOT LICENSE		300.00	(300.00)
101-000-453.03	DROP BOX FEES		400.00	(400.00)
101-000-454.00	PLANNING/ZONING HEARING FEE		6,000.00	(6,000.00)
101-000-476.00	CONTRACTORS REGISTRATION		360.00	(360.00)
101-000-477.00	BUILDING PERMITS		38,611.34	(38,611.34)
101-000-477.01	BUILDING INSPECTIONS		640.00	(640.00)
101-000-477.02	ZONING PERMITS		2,050.00	(2,050.00)
101-000-477.05	PLAN REVIEW FEES (ELEC. MECH & PLMG.)		8,257.25	(8,257.25)
101-000-478.00	ELECTRICAL PERMITS		33,205.80	(33,205.80)
101-000-479.00	MECHANICAL PERMITS		20,273.75	(20,273.75)
101-000-480.00	PLUMBING PERMITS		12,417.82	(12,417.82)
101-000-575.00	STATE SHARED REVENUE		899,581.00	(899,581.00)
101-000-575.01	METRO FRANCHISE FEE		9,396.57	(9,396.57)
101-000-576.00	PPT REIMBURSEMENTS		1,955.32	(1,955.32)
101-000-626.00	PHOTOSTATIC COPIES		77.25	(77.25)
101-000-642.00	PRINTED MATERIALS		40.00	(40.00)
101-000-643.00	CEMETERY LOT SALES		2,200.00	(2,200.00)
101-000-644.00	CEMETERY, GRAVES OPEN/CLOSE		3,740.00	(3,740.00)
101-000-645.00	CEMETERY FOUNDATIONS		2,178.00	(2,178.00)
101-000-665.00	INTEREST EARNED		5,190.17	(5,190.17)
101-000-676.00	REIMBURSEMENTS		239.53	(239.53)
101-000-677.01	SHARE OF LOCAL REV. SHARING		242,148.90	(242,148.90)
101-000-688.00	REBATE-SUMMER TAX COLLECTION		6,060.00	(6,060.00)
101-000-955.02	PETITION FILING FEE		100.00	(100.00)
Total Dept 000 - NONE		2,490,625.46	4,493,468.19	(2,002,842.73)

PERIOD ENDING 01/31/2020

GL NUMBER	DESCRIPTION	BALANCE DEBIT	BALANCE CREDIT	PERIOD BALANCE DR (CR)
Fund 101 - GENERAL OPERATING FUND				
Dept 101 - GOVERNING BODY				
101-101-713.00	SOCIAL SECURITY	499.10		499.10
101-101-713.02	MEDICARE	116.74		116.74
101-101-719.00	BOARD MEMBERS COMPENSATION	7,650.00		7,650.00
101-101-719.02	BOARD OF REVIEW	400.00		400.00
101-101-732.00	OFFICE SUPPLIES	541.01		541.01
101-101-801.00	AUDIT	10,150.00		10,150.00
101-101-802.00	LEGAL COUNSEL	83,373.52		83,373.52
101-101-803.00	CONSULTING ENGINEERS	5,042.25		5,042.25
101-101-901.00	PRINTING AND PUBLISHING	3,418.69		3,418.69
101-101-957.00	DUES & MEMBERSHIPS	6,750.59		6,750.59
Total Dept 101 - GOVERNING BODY		117,941.90	0.00	117,941.90

GL NUMBER	DESCRIPTION	BALANCE DEBIT	BALANCE CREDIT	PERIOD BALANCE DR (CR)
Fund 101 - GENERAL OPERATING FUND				
Dept 161 - ASSESSING				
101-161-702.00	SALARY	57,981.00		57,981.00
101-161-702.50	SALARY - LONGEVITY	1,925.00		1,925.00
101-161-704.01	PROPERTY APPRAISER I	25,035.94		25,035.94
101-161-705.00	OVERTIME	298.13		298.13
101-161-713.00	SOCIAL SECURITY	5,250.79		5,250.79
101-161-713.02	MEDICARE	1,228.01		1,228.01
101-161-714.00	HOSPITALIZATION	11,604.16		11,604.16
101-161-715.00	LIFE INSURANCE	68.80		68.80
101-161-729.00	POSTAGE	2,962.50		2,962.50
101-161-730.00	GASOLINE	423.79		423.79
101-161-732.00	OFFICE SUPPLIES	552.17		552.17
101-161-802.00	LEGAL COUNSEL	1,462.00		1,462.00
101-161-805.00	COMPUTER MAINTENANCE AGREEMENT	2,397.00		2,397.00
101-161-805.01	ON-LINE SERVICES	2,411.50		2,411.50
101-161-860.00	MILEAGE	176.96		176.96
101-161-861.00	VEHICLE MAINTENANCE	156.50		156.50
101-161-891.00	GIS MAPPING CONTRACT	2,498.00		2,498.00
101-161-939.03	PLOTTER USE AND MAINTENANCE	654.43		654.43
101-161-955.00	MISCELLANEOUS	42.86		42.86
101-161-956.00	CONFERENCES & SCHOOLS	330.39		330.39
101-161-957.00	DUES & MEMBERSHIPS	415.00		415.00
Total Dept 161 - ASSESSING		117,874.93	0.00	117,874.93

PERIOD ENDING 01/31/2020

GL NUMBER	DESCRIPTION	BALANCE DEBIT	BALANCE CREDIT	PERIOD BALANCE DR (CR)
Fund 101 - GENERAL OPERATING FUND				
Dept 171 - SUPERVISOR				
101-171-702.00	SALARY	51,652.70		51,652.70
101-171-702.50	SALARY - LONGEVITY	1,100.00		1,100.00
101-171-707.00	SUPERVISOR AIDE	23,418.00		23,418.00
101-171-713.00	SOCIAL SECURITY	4,654.37		4,654.37
101-171-713.02	MEDICARE	1,088.51		1,088.51
101-171-714.00	HOSPITALIZATION	34,721.84		34,721.84
101-171-715.00	LIFE INSURANCE	39.00		39.00
101-171-732.00	OFFICE SUPPLIES	106.47		106.47
101-171-860.00	MILEAGE	510.18		510.18
101-171-956.00	CONFERENCES & SCHOOLS	150.00		150.00
Total Dept 171 - SUPERVISOR		117,441.07	0.00	117,441.07

PERIOD ENDING 01/31/2020

GL NUMBER	DESCRIPTION	BALANCE DEBIT	BALANCE CREDIT	PERIOD BALANCE DR (CR)
Fund 101 - GENERAL OPERATING FUND				
Dept 191 - ELECTIONS				
101-191-707.00	ELECTION'S SECRETARY	23,074.01		23,074.01
101-191-707.02	PRECINCT INSPECTORS	4,780.87		4,780.87
101-191-707.05	RECEIVING BOARD MEMBERS	150.00		150.00
101-191-713.00	SOCIAL SECURITY	1,426.86		1,426.86
101-191-713.02	MEDICARE	333.70		333.70
101-191-729.00	POSTAGE	382.89		382.89
101-191-732.00	OFFICE SUPPLIES	2,762.40		2,762.40
101-191-860.00	MILEAGE	206.30		206.30
101-191-901.00	PRINTING AND PUBLISHING	3,150.69		3,150.69
101-191-939.01	PROGRAMING VOTING MACHINES	200.00		200.00
101-191-955.00	MISCELLANEOUS	484.09		484.09
101-191-970.00	CAPITAL OUTLAY	35,357.00		35,357.00
Total Dept 191 - ELECTIONS		72,308.81	0.00	72,308.81

PERIOD ENDING 01/31/2020

GL NUMBER	DESCRIPTION	BALANCE DEBIT	BALANCE CREDIT	PERIOD BALANCE DR (CR)
Fund 101 - GENERAL OPERATING FUND				
Dept 209 - CLERK				
101-209-702.00	SALARY	40,695.82		40,695.82
101-209-702.50	SALARY - LONGEVITY	1,550.00		1,550.00
101-209-704.02	ACCOUNTANT/DEPUTY CLERK	33,932.10		33,932.10
101-209-705.00	OVERTIME	94.35		94.35
101-209-713.00	SOCIAL SECURITY	4,677.72		4,677.72
101-209-713.02	MEDICARE	1,093.98		1,093.98
101-209-714.00	HOSPITALIZATION	14,639.26		14,639.26
101-209-715.00	LIFE INSURANCE	28.90		28.90
101-209-732.00	OFFICE SUPPLIES	1,543.11		1,543.11
101-209-805.00	COMPUTER MAINTENANCE AGREEMENT	3,264.00		3,264.00
101-209-860.00	MILEAGE	470.54		470.54
101-209-956.00	CONFERENCES & SCHOOLS	2,234.65		2,234.65
101-209-957.00	DUES & MEMBERSHIPS	556.19		556.19
101-209-970.00	CAPITAL OUTLAY	7,000.00		7,000.00
Total Dept 209 - CLERK		111,780.62	0.00	111,780.62

GL NUMBER	DESCRIPTION	BALANCE DEBIT	BALANCE CREDIT	PERIOD BALANCE DR (CR)
Fund 101 - GENERAL OPERATING FUND				
Dept 253 - TREASURER				
101-253-702.00	SALARY	40,695.82		40,695.82
101-253-702.50	SALARY - LONGEVITY	1,100.00		1,100.00
101-253-703.00	DEPUTIES	27,751.50		27,751.50
101-253-713.00	SOCIAL SECURITY	4,243.73		4,243.73
101-253-713.02	MEDICARE	992.49		992.49
101-253-714.00	HOSPITALIZATION	36,227.82		36,227.82
101-253-715.00	LIFE INSURANCE	126.10		126.10
101-253-732.00	OFFICE SUPPLIES	2,752.35		2,752.35
101-253-805.00	COMPUTER MAINTENANCE AGREEMENT	2,245.00		2,245.00
101-253-805.01	ON-LINE SERVICES	2,411.50		2,411.50
101-253-860.00	MILEAGE	415.80		415.80
101-253-901.00	PRINTING AND PUBLISHING	18.84		18.84
101-253-956.00	CONFERENCES & SCHOOLS	91.00		91.00
Total Dept 253 - TREASURER		119,071.95	0.00	119,071.95

GL NUMBER	DESCRIPTION	BALANCE DEBIT	BALANCE CREDIT	PERIOD BALANCE DR (CR)
Fund 101 - GENERAL OPERATING FUND				
Dept 258 - DATA PROCESSING/COMPUTER DEPT.				
101-258-803.00	CONSULTING ENGINEERS	99.00		99.00
101-258-805.00	COMPUTER MAINTENANCE AGREEMENT	5,417.00		5,417.00
101-258-970.00	CAPITAL OUTLAY	3,650.00		3,650.00
Total Dept 258 - DATA PROCESSING/COMPUTER DEPT.		9,166.00	0.00	9,166.00

GL NUMBER	DESCRIPTION	BALANCE DEBIT	BALANCE CREDIT	PERIOD BALANCE DR (CR)
Fund 101 - GENERAL OPERATING FUND				
Dept 261 - BUILDING AUTHORITY				
101-261-729.00	POSTAGE	8,827.49		8,827.49
101-261-732.00	OFFICE SUPPLIES	1,715.09		1,715.09
101-261-850.00	COMMUNICATIONS	9,913.96		9,913.96
101-261-920.00	REFUSE SERVICE	2,873.34		2,873.34
101-261-921.00	ELECTRICAL UTILITIES	3,742.07		3,742.07
101-261-922.00	HEATING UTILITIES	864.98		864.98
101-261-923.00	WATER & SEWER UTILITIES	1,243.58		1,243.58
101-261-930.00	BUILDING MAINTENANCE	38,452.24		38,452.24
101-261-939.00	EQUIPMENT MAINTENANCE	703.00		703.00
101-261-939.02	COPIER LEASE USAGE/MAINTENANCE	3,234.20		3,234.20
101-261-955.00	MISCELLANEOUS	1,523.32		1,523.32
101-261-990.00	DEBT RETIREMENT	9,339.28		9,339.28
Total Dept 261 - BUILDING AUTHORITY		82,432.55	0.00	82,432.55

PERIOD ENDING 01/31/2020

GL NUMBER	DESCRIPTION	BALANCE DEBIT	BALANCE CREDIT	PERIOD BALANCE DR (CR)
Fund 101 - GENERAL OPERATING FUND				
Dept 276 - CEMETARY				
101-276-958.00	CEMETERY MAINTENANCE & LAWN CARE	26,040.37		26,040.37
101-276-958.01	CEMETERY - FOUNDATION INSTALL.	2,456.80		2,456.80
101-276-958.03	CEMETERY - VETERANS FLAGS	503.30		503.30
101-276-959.00	CEMETERY-GRAVES OPEN/CLOSE	2,250.00		2,250.00
Total Dept 276 - CEMETARY		31,250.47	0.00	31,250.47

PERIOD ENDING 01/31/2020

GL NUMBER	DESCRIPTION	BALANCE DEBIT	BALANCE CREDIT	PERIOD BALANCE DR (CR)
Fund 101 - GENERAL OPERATING FUND				
Dept 371 - INSPECTION DEPT./INSPECTOR				
101-371-707.00	PART-TIME	2,050.00		2,050.00
101-371-708.00	ELECTRICAL INSPECTOR	21,073.16		21,073.16
101-371-709.00	MECHANICAL INSPECTOR	24,724.72		24,724.72
101-371-710.00	PLUMBING INSPECTOR	7,773.59		7,773.59
101-371-711.00	BUILDING INSPECTOR	49,233.41		49,233.41
101-371-711.05	INSPECTORS - PLAN REVIEW	7,944.00		7,944.00
101-371-731.00	OPERATING SUPPLIES	2,145.95		2,145.95
101-371-850.00	COMMUNICATIONS	1,800.00		1,800.00
101-371-957.00	DUES & MEMBERSHIPS	135.00		135.00
Total Dept 371 - INSPECTION DEPT./INSPECTOR		116,879.83	0.00	116,879.83

PERIOD ENDING 01/31/2020

GL NUMBER	DESCRIPTION	BALANCE DEBIT	BALANCE CREDIT	PERIOD BALANCE DR (CR)
Fund 101 - GENERAL OPERATING FUND				
Dept 401 - PLANNING & ZONING BOARDS				
101-401-702.00	SALARY	38,436.94		38,436.94
101-401-702.11	Health Insurance Waiver	2,640.00		2,640.00
101-401-702.50	SALARY - LONGEVITY	1,025.00		1,025.00
101-401-704.01	COMPLIANCE OFFICIALS	11,023.65		11,023.65
101-401-713.00	SOCIAL SECURITY	3,461.81		3,461.81
101-401-713.02	MEDICARE	809.59		809.59
101-401-715.00	LIFE INSURANCE	11.00		11.00
101-401-719.00	BOARD MEMBERS COMPENSATION	1,770.00		1,770.00
101-401-719.01	Z.B.A. COMPENSATION	940.00		940.00
101-401-730.00	GASOLINE	351.42		351.42
101-401-731.00	OPERATING SUPPLIES	264.47		264.47
101-401-732.00	OFFICE SUPPLIES	205.15		205.15
101-401-802.00	LEGAL COUNSEL	15,933.29		15,933.29
101-401-802.05	ZONING ORDINANCE REVISION	4,440.47		4,440.47
101-401-803.00	CONSULTING ENGINEERS	6,085.55		6,085.55
101-401-805.00	COMPUTER MAINTENANCE AGREEMENT	1,607.00		1,607.00
101-401-860.00	MILEAGE	11.76		11.76
101-401-901.00	PRINTING AND PUBLISHING	6,951.00		6,951.00
101-401-955.01	DANGEROUS BUILDINGS	4,532.85		4,532.85
Total Dept 401 - PLANNING & ZONING BOARDS		100,500.95	0.00	100,500.95

GL NUMBER	DESCRIPTION	BALANCE DEBIT	BALANCE CREDIT	PERIOD BALANCE DR (CR)
Fund 101 - GENERAL OPERATING FUND				
Dept 446 - HIGHWAYS, STREETS, BRIDGES				
101-446-811.00	STREET LIGHTS	142,865.94		142,865.94
101-446-814.00	BRIDGE/CULVERT REPAIR	75,000.00		75,000.00
101-446-995.00	DEBT SERVICE - I COUNTY ROAD	2,014.55		2,014.55
Total Dept 446 - HIGHWAYS, STREETS, BRIDGES		219,880.49	0.00	219,880.49

PERIOD ENDING 01/31/2020

GL NUMBER	DESCRIPTION	BALANCE DEBIT	BALANCE CREDIT	PERIOD BALANCE DR (CR)
Fund 101 -	GENERAL OPERATING FUND			
Dept 491 -	MARIJUANA REGULATIONS & LICESNSING			
101-491-491.00	MEDICAL MARIJUANA LICENSE		160,000.00	(160,000.00)
101-491-977.00	CAPITAL OUTLAY	29,494.00		29,494.00
Total Dept 491 -	MARIJUANA REGULATIONS & LICESNSING	29,494.00	160,000.00	(130,506.00)

GL NUMBER	DESCRIPTION	BALANCE DEBIT	BALANCE CREDIT	PERIOD BALANCE DR (CR)
Fund 101 - GENERAL OPERATING FUND				
Dept 851 - INSURANCE, PENSION & MISC.				
101-851-717.00	PENSION EXPENSE	47,050.00		47,050.00
101-851-931.00	WORKERS COMP INSURANCE	2,662.26		2,662.26
101-851-931.01	PROFF. PERSONNEL LIABILITY INS.	15,291.76		15,291.76
101-851-931.02	FACILITIES/VEHICLE INSURANCE	11,073.04		11,073.04
101-851-931.06	BENNY CARD - MONTHLY FEE	713.54		713.54
101-851-931.07	BENNY CARD - UTILIZATION COST	13,916.38		13,916.38
101-851-964.00	REFUNDS PAID	577.62		577.62
101-851-965.34	BANK FEES PAID	534.56		534.56
Total Dept 851 - INSURANCE, PENSION & MISC.		91,819.16	0.00	91,819.16

GL NUMBER	DESCRIPTION	BALANCE DEBIT	BALANCE CREDIT	PERIOD BALANCE DR (CR)
Fund 101 - GENERAL OPERATING FUND				
Dept 999 - TRANSFERS AND OTHER				
101-999-999.00	TRANSFERS OUT	825,000.00		825,000.00
Total Dept 999 - TRANSFERS AND OTHER		825,000.00	0.00	825,000.00
Total Fund 101 - GENERAL OPERATING FUND		4,653,468.19	4,653,468.19	0.00

GL NUMBER	DESCRIPTION	BALANCE DEBIT	BALANCE CREDIT	PERIOD BALANCE DR (CR)
<b>Fund 205 - PUBLIC SAFETY FUND</b>				
<b>Dept 000 - NONE</b>				
205-000-002.00	CASH-SAVINGS		569,467.28	(569,467.28)
205-000-018.00	RECEIVABLES CONTROL	25,022.50		25,022.50
205-000-026.00	TAXES RECEIVABLE-DELINQUENT		10.12	(10.12)
205-000-084.08	DUE FROM MISC.		200.00	(200.00)
205-000-084.09	DUE FROM OTHER FUNDS	4,577.23		4,577.23
205-000-202.00	ACCOUNTS PAYABLE	2,685.00		2,685.00
205-000-257.00	ACCRUED WAGES PAYABLE		56,306.59	(56,306.59)
205-000-366.00	FUND EQUITY BALANCE		57,558.05	(57,558.05)
205-000-487.00	ALARM PERMITS		660.00	(660.00)
205-000-488.00	PURCHASE PERMITS		34.00	(34.00)
205-000-488.05	FEE - DNA SWABS		167.63	(167.63)
205-000-488.07	FEE - S.O. REGISTRATION	18.00		18.00
205-000-488.10	REFLECTIVE SIGN SALES		100.00	(100.00)
205-000-528.01	REVENUE - COPS GRANT	1,143.06		1,143.06
205-000-528.07	SCHOOL CONTRIBUTION-LIAISON		97,641.94	(97,641.94)
205-000-574.00	STATE SHARE - LIQ. LICENSE		13,886.70	(13,886.70)
205-000-607.00	PUBLIC SAFETY REPORTS		3,199.61	(3,199.61)
205-000-652.00	PARKING FINES		75.00	(75.00)
205-000-656.00	ORDINANCE FINES FROM COUNTY		53,605.54	(53,605.54)
205-000-657.00	ALARM ORDINANCE FINES		200.00	(200.00)
205-000-658.00	COST RECOVERY ORD. FINES		2,909.00	(2,909.00)
205-000-673.00	SALE OF FIXED ASSETS		63.92	(63.92)
205-000-676.00	REIMBURSEMENTS		41,839.52	(41,839.52)
205-000-677.01	SHARE OF LOCAL REV. SHARING		285,799.58	(285,799.58)
205-000-699.00	OPERATING TRANSFERS - IN		825,000.00	(825,000.00)
<b>Total Dept 000 - NONE</b>		<b>33,445.79</b>	<b>2,008,724.48</b>	<b>(1,975,278.69)</b>
<b>Dept 305 - ADMINISTRATION</b>				
205-305-702.01	SALARY - DIRECTOR	19,991.86		19,991.86
205-305-702.05	Salary - Secretary	31,536.00		31,536.00
205-305-702.11	Health Insurance Waiver	2,880.00		2,880.00
205-305-702.50	SALARY - LONGEVITY	2,800.00		2,800.00
205-305-704.04	ADMINISTRATIVE SECRETARY	26,400.00		26,400.00
205-305-713.00	SOCIAL SECURITY	5,096.59		5,096.59
205-305-713.02	MEDICARE	1,191.95		1,191.95
205-305-714.00	HOSPITALIZATION	20,813.44		20,813.44
<b>Total Dept 305 - ADMINISTRATION</b>		<b>110,709.84</b>	<b>0.00</b>	<b>110,709.84</b>
<b>Dept 306 - COMMAND DIVISION</b>				
205-306-702.03	SALARY - LIEUTENANT	119,012.58		119,012.58
205-306-702.04	SALARY - DET./SGT.	39,890.88		39,890.88
205-306-702.15	SALARY - SERGEANTS	109,989.64		109,989.64
205-306-702.50	SALARY - LONGEVITY	10,000.00		10,000.00
205-306-705.00	OVERTIME	22,204.04		22,204.04
205-306-706.00	FIRE RUN OVERTIME	16,022.97		16,022.97
205-306-713.00	SOCIAL SECURITY	20,215.09		20,215.09
205-306-713.02	MEDICARE	4,727.72		4,727.72
205-306-714.00	HOSPITALIZATION	87,669.76		87,669.76
205-306-716.00	HOLIDAY PAY	14,543.52		14,543.52
205-306-717.00	PENSION EXPENSE	20,851.62		20,851.62
<b>Total Dept 306 - COMMAND DIVISION</b>		<b>465,127.82</b>	<b>0.00</b>	<b>465,127.82</b>
<b>Dept 310 - CRIME CONTROL AND INVESTIGATION</b>				
205-310-702.05	SALARY DETECTIVE	50,265.60		50,265.60
205-310-702.50	SALARY - LONGEVITY	1,700.00		1,700.00
205-310-705.00	OVERTIME	1,276.15		1,276.15
205-310-706.00	FIRE RUN OVERTIME	599.76		599.76
205-310-713.00	SOCIAL SECURITY	3,430.55		3,430.55
205-310-713.02	MEDICARE	802.31		802.31
205-310-714.00	HOSPITALIZATION	16,775.35		16,775.35
205-310-716.00	HOLIDAY PAY	2,513.28		2,513.28
205-310-717.00	PENSION EXPENSE	3,619.08		3,619.08
<b>Total Dept 310 - CRIME CONTROL AND INVESTIGATION</b>		<b>80,982.08</b>	<b>0.00</b>	<b>80,982.08</b>
<b>Dept 311 - PATROL DIVISION</b>				
205-311-702.02	SALARY	285,329.96		285,329.96
205-311-702.50	SALARY - LONGEVITY	4,275.00		4,275.00
205-311-705.00	OVERTIME	46,866.58		46,866.58
205-311-706.00	FIRE RUN OVERTIME	10,498.66		10,498.66
205-311-713.00	SOCIAL SECURITY	21,997.48		21,997.48

GL NUMBER	DESCRIPTION	BALANCE DEBIT	BALANCE CREDIT	PERIOD BALANCE DR (CR)
Fund 205 - PUBLIC SAFETY FUND				
205-311-713.02	MEDICARE	5,144.56		5,144.56
205-311-714.00	HOSPITALIZATION	74,153.20		74,153.20
205-311-716.00	HOLIDAY PAY	14,123.16		14,123.16
205-311-717.00	PENSION EXPENSE	22,666.85		22,666.85
Total Dept 311 - PATROL DIVISION		485,055.45	0.00	485,055.45
Dept 312 - SCHOOL LIAISON DIVISION				
205-312-702.10	SALARY SCHOOL LIAISON	95,370.10		95,370.10
205-312-702.50	SALARY - LONGEVITY	1,025.00		1,025.00
205-312-705.00	OVERTIME	16,896.60		16,896.60
205-312-706.00	FIRE RUN OVERTIME	4,787.17		4,787.17
205-312-713.00	SOCIAL SECURITY	8,145.34		8,145.34
205-312-713.02	MEDICARE	1,904.96		1,904.96
205-312-714.00	HOSPITALIZATION	41,686.09		41,686.09
205-312-716.00	HOLIDAY PAY	4,975.36		4,975.36
205-312-717.00	PENSION EXPENSE	8,420.02		8,420.02
Total Dept 312 - SCHOOL LIAISON DIVISION		183,210.64	0.00	183,210.64
Dept 315 - TRAFFIC & SAFETY PROGRAM				
205-315-702.08	SALARY TSU OFFICERS	16,897.00		16,897.00
205-315-705.00	OVERTIME	3,886.00		3,886.00
205-315-707.03	MOTOR CARRIER OFFICER	21,640.00		21,640.00
205-315-713.00	SOCIAL SECURITY	2,638.16		2,638.16
205-315-713.02	MEDICARE	616.99		616.99
Total Dept 315 - TRAFFIC & SAFETY PROGRAM		45,678.15	0.00	45,678.15
Dept 326 - OPERATING - EQUIPMENT				
205-326-718.00	UNIFORMS AND CLEANING	3,174.48		3,174.48
205-326-721.00	PHYSICALS	1,180.00		1,180.00
205-326-730.00	GASOLINE	31,379.89		31,379.89
205-326-730.01	AMMUNITION	4,043.44		4,043.44
205-326-731.00	OPERATING SUPPLIES	6,005.23		6,005.23
205-326-732.00	OFFICE SUPPLIES	2,897.90		2,897.90
205-326-733.00	POLICY AND PROCEDURE	7,869.00		7,869.00
205-326-802.00	LEGAL COUNSEL	37,928.66		37,928.66
205-326-805.00	COMPUTER MAINTENANCE AGREEMENT	12,228.47		12,228.47
205-326-850.00	COMMUNICATIONS - BLG. PHONES	5,146.75		5,146.75
205-326-850.02	COMMUNICATIONS - C.C.C.D.A.	157,320.96		157,320.96
205-326-850.03	STATE MIC FEES		1,125.00	(1,125.00)
205-326-850.07	CELLULAR COMMUNICATIONS	3,504.84		3,504.84
205-326-850.08	CARS- VERIZON	3,242.22		3,242.22
205-326-880.00	CRIME & FIRE PREVENTION	867.50		867.50
205-326-921.00	ELECTRICAL UTILITIES	11,783.15		11,783.15
205-326-922.00	HEATING UTILITIES	3,645.89		3,645.89
205-326-923.00	WATER & SEWER UTILITIES	880.75		880.75
205-326-930.00	BUILDING MAINTENANCE	1,879.14		1,879.14
205-326-939.00	EQUIPMENT MAINTENANCE	720.00		720.00
205-326-939.02	COPIER LEASE USAGE/MAINTENANCE	1,903.50		1,903.50
205-326-955.00	MISCELLANEOUS	3,068.15		3,068.15
205-326-956.00	CONFERENCES & SCHOOLS	1,760.59		1,760.59
205-326-957.00	DUES & MEMBERSHIPS	360.00		360.00
205-326-970.00	CAPITAL OUTLAY	19,968.16		19,968.16
Total Dept 326 - OPERATING - EQUIPMENT		322,758.67	1,125.00	321,633.67
Dept 339 - FIRE STATION STAFFING				
205-339-705.00	OVERTIME	23,150.25		23,150.25
205-339-707.02	STATION STAFFING	95,410.13		95,410.13
205-339-713.00	SOCIAL SECURITY	7,350.74		7,350.74
205-339-713.02	MEDICARE	1,719.12		1,719.12
Total Dept 339 - FIRE STATION STAFFING		127,630.24	0.00	127,630.24
Dept 340 - FIRE PSO CALL BACK				
205-340-707.02	PSO II CALL BACK	11,854.50		11,854.50
205-340-713.00	SOCIAL SECURITY	734.99		734.99
205-340-713.02	MEDICARE	171.89		171.89
Total Dept 340 - FIRE PSO CALL BACK		12,761.38	0.00	12,761.38
Dept 851 - INSURANCE, PENSION & MISC.				

PERIOD ENDING 01/31/2020

GL NUMBER	DESCRIPTION	BALANCE DEBIT	BALANCE CREDIT	PERIOD BALANCE DR (CR)
Fund 205 - PUBLIC SAFETY FUND				
205-851-714.01	PROGRESSIVE BENEFIT - MONTHLY FEE	310.99		310.99
205-851-714.02	PROGRESSIVE BENEFIT - REIMBURSED USAGE	23,655.52		23,655.52
205-851-715.00	LIFE INSURANCE	964.43		964.43
205-851-931.00	WORKERS COMP INSURANCE	40,680.15		40,680.15
205-851-931.01	PROFF. PERSONNEL LIABILITY INS.	44,485.12		44,485.12
205-851-931.02	FACILITIES/VEHICLE INSURANCE	32,212.48		32,212.48
205-851-964.00	REFUNDS PAID	180.73		180.73
Total Dept 851 - INSURANCE, PENSION & MISC.		142,489.42	0.00	142,489.42
Total Fund 205 - PUBLIC SAFETY FUND		2,009,849.48	2,009,849.48	0.00

PERIOD ENDING 01/31/2020

GL NUMBER	DESCRIPTION	BALANCE DEBIT	BALANCE CREDIT	PERIOD BALANCE DR (CR)
Fund 206 - PUBLIC SAFETY SPECIAL REVENUE FUND				
Dept 000 - NONE				
206-000-002.00	CASH-SAVINGS	474,648.45		474,648.45
206-000-002.01	CASH - SAVINGS	21,802.53		21,802.53
206-000-084.08	DUE FROM MISC.	200.00		200.00
206-000-366.00	FUND EQUITY BALANCE		615,873.58	(615,873.58)
206-000-575.02	GRANTS	2,775.92		2,775.92
206-000-665.06	PUBLIC SAFETY EX-BO K9 INTEREST		141.53	(141.53)
206-000-675.01	EXPLOSIVES K9 - FUND RAISER		21,661.00	(21,661.00)
206-000-676.00	REIMBURSEMENTS		47,749.98	(47,749.98)
206-000-677.01	SHARE OF LOCAL REV. SHARING		89,340.29	(89,340.29)
206-000-861.00	VEHICLE MAINTENANCE- PATROL UNITS	21,437.67		21,437.67
206-000-861.01	VEHICLE MAINTENANCE	52.91		52.91
206-000-861.02	VEHICLE MAINTENANCE-FIRE APPARATUS	21,638.61		21,638.61
206-000-862.00	RADIO MAINTENANCE	170.17		170.17
206-000-930.00	BUILDING MAINTENANCE	3,644.38		3,644.38
206-000-939.00	EQUIPMENT MAINTENANCE	5,440.70		5,440.70
206-000-964.00	REFUNDS PAID	56.49		56.49
206-000-970.00	CAPITAL OUTLAY	3,500.00		3,500.00
206-000-970.01	CAPITAL OUTLAY - VEHICLE	7,698.55		7,698.55
206-000-990.00	DEBT RETIREMENT	145,163.77		145,163.77
206-000-990.02	BLDG LDC DEBT RETIREMENT	18,961.45		18,961.45
206-000-990.03	FIRE TRUCK LOAN REPAYMENT	47,574.78		47,574.78
Total Dept 000 - NONE		774,766.38	774,766.38	0.00
Total Fund 206 - PUBLIC SAFETY SPECIAL REVENUE FUND		774,766.38	774,766.38	0.00

PERIOD ENDING 01/31/2020

GL NUMBER	DESCRIPTION	BALANCE DEBIT	BALANCE CREDIT	PERIOD BALANCE DR (CR)
Fund 211 - DRUG FUNDS				
Dept 000 - NONE				
211-000-002.00	CASH-SAVINGS	35,854.81		35,854.81
211-000-366.00	FUND EQUITY BALANCE		36,633.31	(36,633.31)
Total Dept 000 - NONE		35,854.81	36,633.31	(778.50)
Dept 326 - OPERATING - EQUIPMENT				
211-326-740.00	DRUG FORFEITURE EXPENSES	778.50		778.50
Total Dept 326 - OPERATING - EQUIPMENT		778.50	0.00	778.50
Total Fund 211 - DRUG FUNDS		36,633.31	36,633.31	0.00

PERIOD ENDING 01/31/2020

GL NUMBER	DESCRIPTION	BALANCE DEBIT	BALANCE CREDIT	PERIOD BALANCE DR (CR)
Fund 230 - BEADLE LAKE WEED CONTROL				
Dept 000 - NONE				
230-000-002.00	CASH-SAVINGS	3,489.82		3,489.82
230-000-390.00	FUND BALANCE		13,470.07	(13,470.07)
230-000-801.00	WEED CONTROL	9,980.25		9,980.25
Total Dept 000 - NONE		13,470.07	13,470.07	0.00
Total Fund 230 - BEADLE LAKE WEED CONTROL		13,470.07	13,470.07	0.00

GL NUMBER	DESCRIPTION	BALANCE DEBIT	BALANCE CREDIT	PERIOD BALANCE DR (CR)
Fund 246 - TOWNSHIP CAPITAL IMPROVEMENT				
Dept 000 - NONE				
246-000-002.00	CASH-SAVINGS	1,463.49		1,463.49
246-000-366.00	FUND EQUITY BALANCE		4,594.46	(4,594.46)
246-000-671.00	ECONOMIC DEVELOPMENT CORP REVENUE		7,000.00	(7,000.00)
Total Dept 000 - NONE		1,463.49	11,594.46	(10,130.97)
Dept 246 - TOWNSHIP CAPITAL IMPROVEMENTS				
246-246-977.00	CAPITAL OUTLAY	10,130.97		10,130.97
Total Dept 246 - TOWNSHIP CAPITAL IMPROVEMENTS		10,130.97	0.00	10,130.97
Total Fund 246 - TOWNSHIP CAPITAL IMPROVEMENT		11,594.46	11,594.46	0.00

PERIOD ENDING 01/31/2020

GL NUMBER	DESCRIPTION	BALANCE DEBIT	BALANCE CREDIT	PERIOD BALANCE DR (CR)
Fund 592 - WATER AND SEWER FUND				
Dept 000 - NONE				
592-000-001.02	CASH - SW EMMETT	142,344.88		142,344.88
592-000-002.00	CASH-SAVINGS	1,797,741.61		1,797,741.61
592-000-003.00	CASH-CERTIFICATES OF DEPOSIT	572,931.68		572,931.68
592-000-026.00	TAXES RECEIVABLE-DELINQUENT	22,775.52		22,775.52
592-000-026.01	S/A RECEIVABLE	116,821.28		116,821.28
592-000-026.10	S/A REC. - E. MICHIGAN AVE.		0.40	(0.40)
592-000-050.00	SANITATION FIXED ASSETS	21,519,737.49		21,519,737.49
592-000-084.73	DUE FROM TAX	93,015.64		93,015.64
592-000-084.83	DUE FROM PROJECT V	143,970.50		143,970.50
592-000-085.05	ACCOUNTS RECEIVABLE - BATTLE CREEK	59,997.78		59,997.78
592-000-085.17	SOUTH SHORE ASSESSMENTS		39,685.33	(39,685.33)
592-000-085.18	SOUTH SHORE CONNECTIONS		19,489.78	(19,489.78)
592-000-141.00	ACCUMULATED DEPRECIATION-S & W FUND		14,490,397.75	(14,490,397.75)
592-000-202.00	ACCOUNTS PAYABLE		23,060.52	(23,060.52)
592-000-203.00	INTEREST ACCRUAL		7,400.00	(7,400.00)
592-000-250.00	LONG TERM DEBT		575,000.00	(575,000.00)
592-000-366.00	FUND EQUITY BALANCE		8,701,073.54	(8,701,073.54)
592-000-371.00	FUND EQUITY - ASSETS HELD COUNTY		166,718.10	(166,718.10)
592-000-381.00	FUND EQUITY RES. FOR REPLMTS.		114,595.00	(114,595.00)
592-000-627.00	SEWER PAYMENT FROM BATTLE CREEK		480,616.74	(480,616.74)
592-000-627.01	NEW WATER PAYMENT FROM CITY OF BC		50,182.95	(50,182.95)
592-000-635.00	TAP FEES		332,119.15	(332,119.15)
592-000-665.00	INTEREST EARNED		100.27	(100.27)
592-000-665.01	INTEREST EARNED - S/A		41.07	(41.07)
592-000-676.00	REIMBURSEMENTS		73,230.46	(73,230.46)
592-000-801.00	AUDIT	10,050.00		10,050.00
592-000-802.00	LEGAL COUNSEL	4,563.56		4,563.56
592-000-803.00	CONSULTING ENGINEERS	298,642.82		298,642.82
592-000-803.05	CCC PROGRAM - CONSULTANT	3,016.00		3,016.00
592-000-804.00	EASEMENTS & LATERALS	30.00		30.00
592-000-931.01	PROFF. PERSONNEL LIABILITY INS.	9,731.12		9,731.12
592-000-931.02	FACILITIES/VEHICLE INSURANCE	7,046.48		7,046.48
592-000-939.04	SEWER LINE MAINTENANCE	75,000.00		75,000.00
592-000-955.00	MISCELLANEOUS		82,164.72	(82,164.72)
592-000-963.00	INTEREST EXPENSE	14,800.00		14,800.00
592-000-965.30	SEW LEADS - REPAIR, CONSTRUCTION	68,159.42		68,159.42
592-000-965.32	BONDS PAID	195,500.00		195,500.00
Total Dept 000 - NONE		25,155,875.78	25,155,875.78	0.00
Total Fund 592 - WATER AND SEWER FUND		25,155,875.78	25,155,875.78	0.00

GL NUMBER	DESCRIPTION	BALANCE DEBIT	BALANCE CREDIT	PERIOD BALANCE DR (CR)
Fund 701 - TRUST & AGENCY FUNDS				
Dept 000 - NONE				
701-000-001.00	CASH-CHECKING	66,704.19		66,704.19
701-000-202.00	ACCOUNTS PAYABLE	532.00		532.00
701-000-202.26	ACCOUNTS PAYABLE - TAP FEES		35,526.00	(35,526.00)
701-000-205.25	MISCELLANEOUS PAYABLES		10,886.56	(10,886.56)
701-000-214.49	DUE TO PUB. SAFE. TRAINING FUNDS		3,194.50	(3,194.50)
701-000-222.01	DUE TO CALHOUN COUNTY		387.75	(387.75)
701-000-222.02	DUE COUNTY - INTEREST		86.62	(86.62)
701-000-222.05	DUE TO COUNTY - VETERANS		1.31	(1.31)
701-000-222.06	DUE COUNTY-VETS - INT.		0.15	(0.15)
701-000-222.17	DUE COUNTY-STATE MILL H.C.		130.52	(130.52)
701-000-222.27	DUE COUNTY-STATE MILL H.C. - INT.		83.68	(83.68)
701-000-225.01	DUE TO HARPER CREEK SCHOOLS		975.62	(975.62)
701-000-225.02	DUE HARPER CREEK SCHOOLS-INTEREST		181.43	(181.43)
701-000-225.03	DUE TO BATTLE CREEK SCHOOLS		290.00	(290.00)
701-000-225.05	DUE TO LIBRARY		51.07	(51.07)
701-000-225.06	DUE LIBRARY - INTEREST		23.49	(23.49)
701-000-226.01	DUE TO EMMETT TOWNSHIP		14,857.77	(14,857.77)
701-000-226.03	DUE EMMETT INT. & FEES		126.04	(126.04)
701-000-226.04	DUE TO EMMETT - ADMIN. FEE		77.49	(77.49)
701-000-234.01	DUE TO C.I.S.D.		146.56	(146.56)
701-000-234.02	DUE C.I.S.D. - INTEREST		77.15	(77.15)
701-000-235.01	DUE TO K.C.C.		86.54	(86.54)
701-000-235.02	DUE K.C.C. - INTEREST		45.94	(45.94)
Total Dept 000 - NONE		67,236.19	67,236.19	0.00
Total Fund 701 - TRUST & AGENCY FUNDS		67,236.19	67,236.19	0.00

PERIOD ENDING 01/31/2020

GL NUMBER	DESCRIPTION	BALANCE DEBIT	BALANCE CREDIT	PERIOD BALANCE DR (CR)
Fund 703 - CURRENT TAX COLLECTION FUND				
Dept 000 - NONE				
703-000-001.00	CASH-CHECKIN	1,708,835.74		1,708,835.74
703-000-202.28	ACCOUNTS PAYABLE - BEADLE LAKE WEED		9,290.26	(9,290.26)
703-000-214.01	DUE TO GENERAL FUND		999.14	(999.14)
703-000-214.83	DUE TO PROJECT V		1,117.60	(1,117.60)
703-000-214.92	DUE TO SANITATION		61,552.37	(61,552.37)
703-000-222.01	DUE TO CALHOUN COUNTY		43,522.42	(43,522.42)
703-000-222.02	DUE COUNTY - INTEREST		284.18	(284.18)
703-000-222.05	DUE TO COUNTY - VETERANS		3,790.91	(3,790.91)
703-000-222.16	DUE COUNTY - DRAIN ASSESSMENTS		31,918.74	(31,918.74)
703-000-222.17	DUE COUNTY-STATE MILL H.C.		5,841.18	(5,841.18)
703-000-222.18	DUE COUNTY-STATE MILL B.C.		680.24	(680.24)
703-000-222.27	DUE COUNTY-STATE MILL H.C. - INT.		286.95	(286.95)
703-000-222.28	DUE COUNTY-STATE MILL B.C. - INT.		30.12	(30.12)
703-000-225.01	DUE TO HARPER CREEK SCHOOLS		14,243.42	(14,243.42)
703-000-225.02	DUE HARPER CREEK SCHOOLS-INTEREST		712.52	(712.52)
703-000-225.03	DUE TO BATTLE CREEK SCHOOLS		12,791.15	(12,791.15)
703-000-225.04	DUE BATTLE CREEK SCHOOLS-INTEREST		52.65	(52.65)
703-000-225.05	DUE TO LIBRARY		75,864.37	(75,864.37)
703-000-226.01	DUE TO EMMETT TOWNSHIP		172,341.18	(172,341.18)
703-000-226.02	DUE EMMETT - STREET LIGHTS		97,772.52	(97,772.52)
703-000-226.03	DUE EMMETT INT. & FEES		129.44	(129.44)
703-000-226.04	DUE TO EMMETT - ADMIN. FEE		132,532.06	(132,532.06)
703-000-226.05	DUE EMMETT - SAVINGS INTEREST		118.74	(118.74)
703-000-226.07	DUE TO PUBLIC SAFETY		295,775.72	(295,775.72)
703-000-226.08	DUE TO PUBLIC SAFETY - EXTRA		197,181.08	(197,181.08)
703-000-226.09	DUE EMMETT - ALARM FINES		50.00	(50.00)
703-000-226.10	DUE EMMETT -PUB SAFETY ASSESSMENT		335,014.58	(335,014.58)
703-000-234.01	DUE TO C.I.S.D.		120,069.74	(120,069.74)
703-000-234.02	DUE C.I.S.D. - INTEREST		165.38	(165.38)
703-000-235.01	DUE TO K.C.C.		70,498.42	(70,498.42)
703-000-235.02	DUE K.C.C. - INTEREST		95.52	(95.52)
703-000-275.01	OVERPAYMENTS & DUP. PAYMENTS		24,123.14	(24,123.14)
703-000-965.33	FEES PAID	10.00		10.00
Total Dept 000 - NONE		1,708,845.74	1,708,845.74	0.00
Total Fund 703 - CURRENT TAX COLLECTION FUND		1,708,845.74	1,708,845.74	0.00

PERIOD ENDING 01/31/2020

GL NUMBER	DESCRIPTION	BALANCE DEBIT	BALANCE CREDIT	PERIOD BALANCE DR (CR)
Fund 883 - PROJ. #5 SPEC. ASSESS. FUND				
Dept 000 - NONE				
883-000-002.00	CASH-SAVINGS		225,605.23	(225,605.23)
883-000-214.92	DUE TO SANITATION		143,970.50	(143,970.50)
883-000-366.00	FUND EQUITY BALANCE	369,575.73		369,575.73
Total Dept 000 - NONE		369,575.73	369,575.73	0.00
Total Fund 883 - PROJ. #5 SPEC. ASSESS. FUND		369,575.73	369,575.73	0.00
Total - All Funds:		34,801,315.33	34,801,315.33	0.00

**Clerks Department Report:**  
**February 13, 2020**

Elections-

We are in need of inspectors for all of the 2020 Elections! If you're feeling the need to fulfill your civic duty and make some extra cash, come into the office and sign up to become a precinct inspector.

Election Inspector Training on February 25<sup>th</sup> at Battle Creek City Hall at 2pm.

The 2 Year certification Training will be Wednesday June 24, 2020 at the Kellogg arena from 10am-noon.

If you haven't signed up to be on our permanent absent voter list please consider it, come into the office to sign up or visit the website, [www.emmett.org](http://www.emmett.org) and follow the tabs; Township Government → Clerks Office → Elections Information → Permanent Absent Voter List. Permanent Absent Voters will receive their applications in the mail approximately eight weeks before every election held in the Township and then once the application is returned then we will issue your ballot. This process is very simple and easier for residents that travel or don't like to stand in long lines at the polls.

This department is gearing up for the Presidential Primary March 10, 2020. Applications to vote were sent out by our vendor and we are already receiving tons of applications back which means ballots have been sent out and are also coming back into the office.

The Public Accuracy Test for our Voting Equipment is Tuesday February 18, 2020 at 10am at the Township Office.

Cemetery-

We will be taking bids for lawn mowing this month.

General-

Candidate packets are now available, please come see me in the office to pick up your packet. All 7 seats are up and will be elected by the people. Petitions are due back to the Clerks Office by April 21, 2020 at 4pm. Candidates are welcome to FOIA lists of voters for canvassing which can also be found on the Counties webpage.

<http://co.calhoun.mi.us/>

**Treasurer Department Report: January 9th ,2020**

**TAXES:**

-Winter Bills have been mailed out and Township is currently accepting Both Summer and Winter payments. Please call ahead for Summer Balance owing since it is subject to penalty fees.

-February 18<sup>th</sup> is the last day to pay Winter Tax 2019 without Penalties. Any payments made after February 18<sup>th</sup> will be subject to late fees/ Penalty. Last Day to pay Taxes at Township is March 2<sup>nd</sup>.

-When using the Drop Box please use the envelopes provided, remember to place only checks, no cash

-Recycling Cards are still available; please stop by the office to pick yours up

-Dog License are available online, visit Calhoun County's Web site. A list of available Vet Office is listed on the Emmett Twp FB site.

-Township Office hours are Monday-Thursday 7 am thru 4:30 pm, office is open during lunch hours.

-Township Administration Office will be closed February 17th in Observance of Presidents' Day

**Recycling:**

-Calhoun County is extending the Recycling Program thru December 2020; Initially was a Pilot program which give County Residents free access to C & C Landfill Recycling Center. This program is available for Residents whom do not have curbside access to Recycling. C & C Recycling is open M-F 7 Am to 4:30 Pm and Saturday 7 AM to 12 PM. Please stop at the Township to pick up your Recycling Card.

**Rachelle Myers, DC**

**Emmett Charter Township**

**Treasurer**



# CALHOUN COUNTY

## Office of Community Development

Parks & Recreation – Planning – GIS – MSU Extension – Solid Waste  
315 West Green Street, Marshall, Michigan 49068 – 269/781-0784

TO: Local Units of Government

FROM: Sarah Kelly, Calhoun County Solid Waste and Recycling Coordinator

DATE: January 27, 2020

SUBJECT: C&C Landfill Recycling Center

Calhoun County initiated a pilot program which gave residents free access to the C&C Landfill recycling center starting August 6, 2018. The county and Republic Services are currently working to extend this program through December 2020. Residents will be allowed to continue using their existing cards.

Now that residents have used the recycling center at the landfill for over a year, the Solid Waste Program would like to share the data we have collected with our local units of government. Residents continue to participate in this recycling center program, and it allows for drop-off recycling access 6 days a week. These charts will let you know if you have residents using the landfill recycling center and give you an idea of its use overall by Calhoun County residents. We see this as a valuable opportunity for residents who do not have access to curbside recycling.

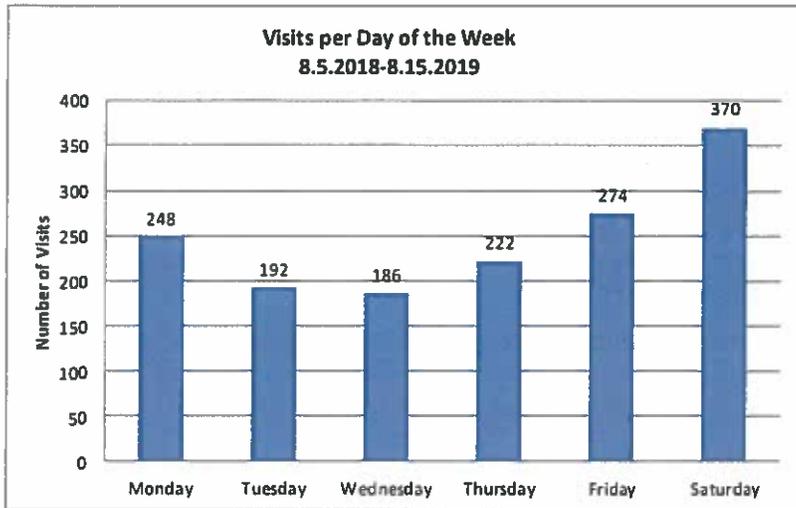
C&C Landfill recycling center program cards continue to be available for all Calhoun County residents who are currently not served by a single hauler recycling contract. Please let us know if you need more cards to distribute. The program is limited to residential recycling. The recycling center, located at 14800 P Drive N., Marshall, is a single stream location which allows residents to place their loose recycling in a single roll-off container. It is open Monday through Friday 7:00 AM to 4:30 PM and Saturday 7:00 AM to 12:00 PM.

Please feel free to contact me at (269) 969-6395 or [skelly@calhouncountymi.gov](mailto:skelly@calhouncountymi.gov) with any questions that you have.

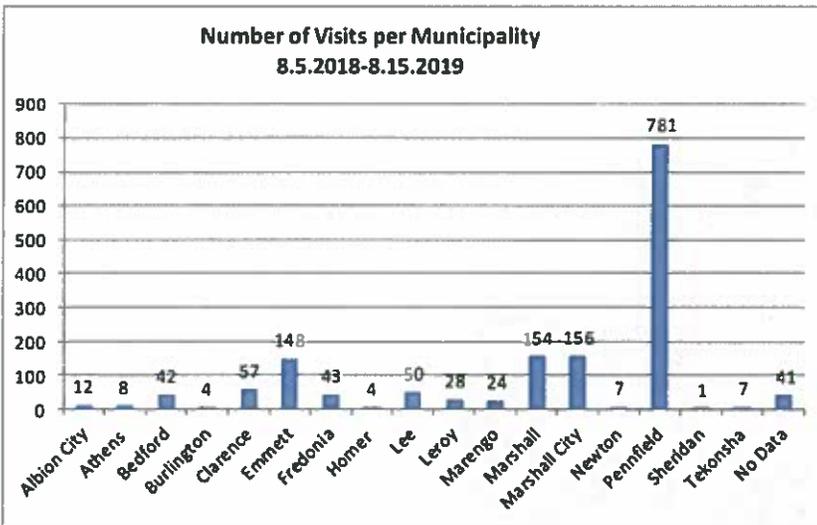
*"Building A Better County Through Responsive Leadership"*  
Calhoun County is an affirmative-action, equal-opportunity employer.



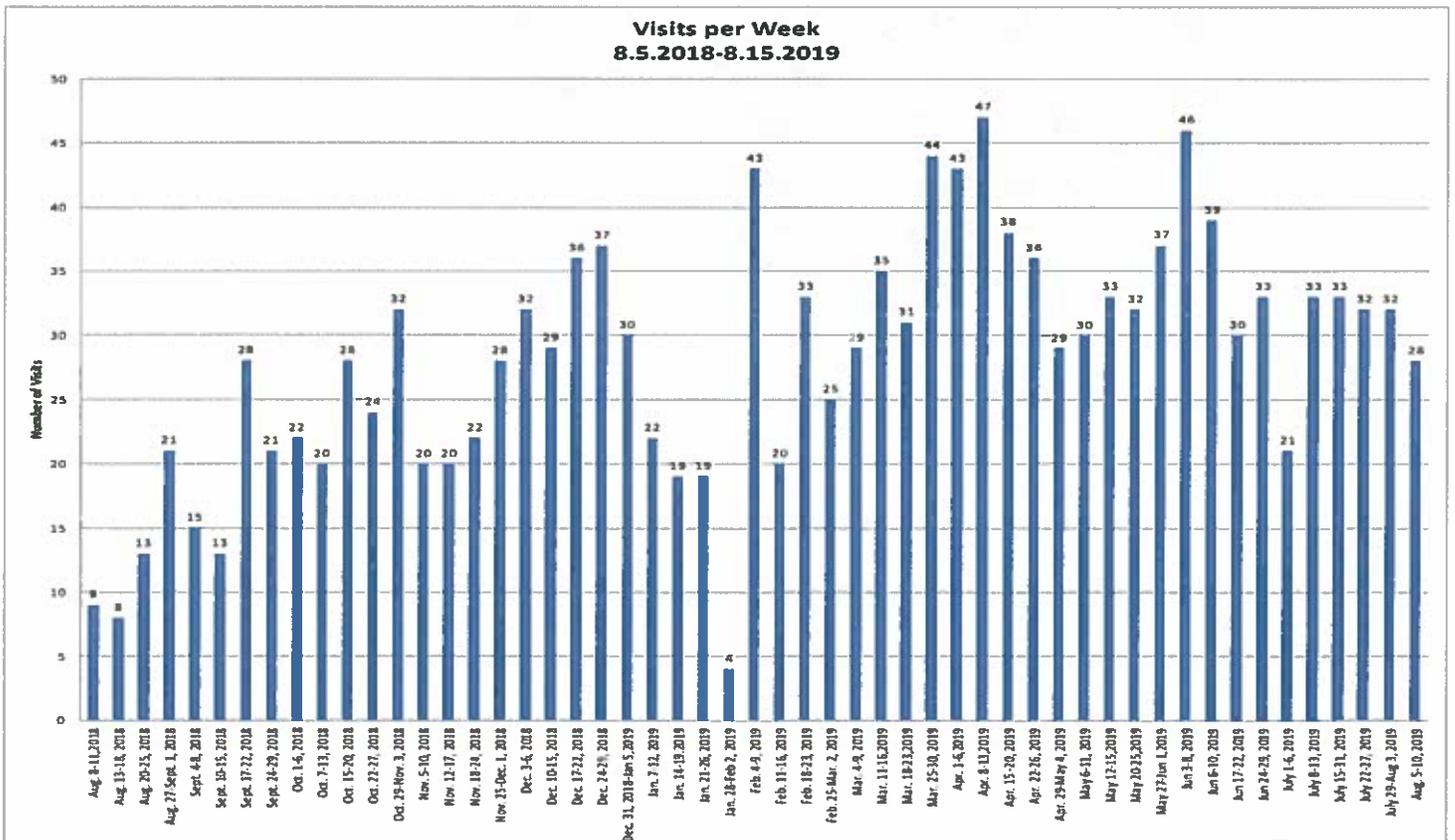
# Landfill Recycle Center Usage Report 8.5.2018 – 8.15.2019



Municipality	Highest Card # Used
Albion City	3
Athens	13
Bedford	141
Burlington	3
Clarence	31
Emmett	72
Fredonia	25
Homer	1
Lee	25
Leroy	11
Marengo	14
Marshall	54
Marshall City	54
Newton	9
Pennfield	254
Sheridan	1
Tekonsha	3

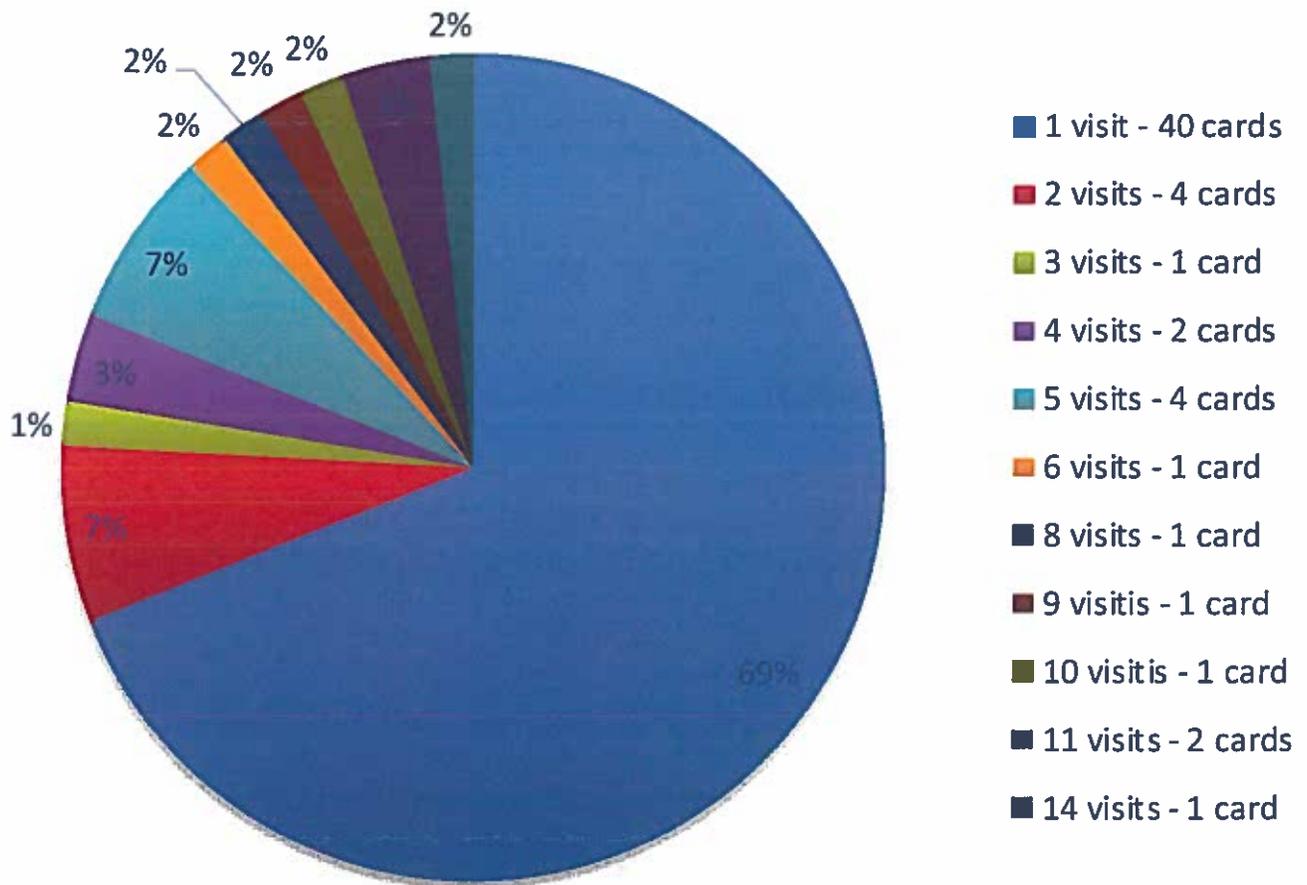


No Data = Municipality not recorded.



\* Aug. 13-15, 2019 not included due to incomplete weekly data for reporting period.

## Emmett Twp. Repeat Card Usage per Card Number 8.5.18-8.15.19





# *Calls for Service for January 2020*

	<u>1/20</u>	<u>12/19</u>
<b>Complaints/ Calls for Service</b>	<b>735</b>	621
<b>Criminal Complaints</b>	<b><u>176</u></b>	<u>179</u>
<b>Total</b>	<b>911</b>	800
<b>Citations</b>	<b>76</b>	87
<b>Motor Carrier</b>	<b>41</b>	48
<b>Traffic Crashes</b>	<b>25</b>	45
<b>Arrests</b>	<b>44</b>	45
Felony	6	6
Misdemeanor	38	39
<b>Fire Calls</b>	<b>118</b>	116
Structure Fire	3	
Vehicle Fires	1	
Outdoor Fires	0	
Medicals	78	
Traffic Crashes	11	
Search/Extrication	0	
Water Rescue	0	
Miscellaneous	25	

\*\*\*\*\*

January was steady month doing investigations with over 900 calls for service. Fire response was a little less than normal.

Please remember with the colder weather and snow, to slow down and give yourself a little extra time and distance while traveling. Crashes were less than normal in January due to the warmer weather.

January's fire training was CPR. We have completing the training schedule for the upcoming year and lots of training is upcoming.

We did have one very serious burglary complaint in January at one of the local businesses. The suspect(s) entered the business through the roof, into the office and cut into the safe and took the money inside. The Detectives are actively working the complaint and we hope that some of the leads develop into suspect identification.

I hope everyone has a good month and I look forward. The upcoming year. If anyone has any questions feel free to call the office.

Respectfully,

Emmett Township Department of Public Safety

# Fact Gathering

## Information Sent to [EmmettCannabisFacts@yahoo.com](mailto:EmmettCannabisFacts@yahoo.com)

1. **Nowfal Akash**, representing Trucenta LLC, provided links from resources found within the Michigan Municipal League.

<http://www.mml.org/resources/information/mi-med-marihuana.html>

- Information compiled by the Michigan Municipal League regarding the MMMA/MMFLA/MRTMA specifically for municipalities to understand the laws, rules and what a municipality can, can't or maybe shouldn't do to stay safe in regards to lawsuits/exposure.
- Medical Marihuana Facilities Licensing Act (MMFLA) compared with Proposal 1—the Michigan Regulation and Taxation of Marihuana Act (MRTMA)
- Recreational Marihuana Q and A

2. Citizen **Chad Kyger** provided articles on the public health issues from marijuana. Issues range from increases in ER visits, dangers to teen users and problems with pets being poisoned from cannabis

- <https://abc7chicago.com/health/marijuana-related-emergency-room-visits-up-after-legalization/5831536/>
- <https://www1.cbn.com/cbnnews/health/2020/january/surge-in-er-visits-after-new-marijuana-laws-take-effect>
- <https://www.inquirer.com/health/marijuana-addiction-adolescents-psychosis-abuse-vaping-penn-state-20191223.html>
- <https://www.baltimoresun.com/opinion/op-ed/bs-ed-op-0103-marijuana-public-health-20200102-drovar6lwrhfbkyargdfd65bze-story.html>
- <https://apnews.com/a6b485be1d2f42bab3dfcb2947f546ce>
- <https://www.chicagotribune.com/lifestyles/ct-life-dogs-cannabis-poison-cases-20200110-gs6azybrhjeb5e6jbvzuqjclm4-story.html>

3. **Kenneth "Richie" Cunningham**, Interim Director Emmett Township Department of Public Safety

Provided maps of medical marihuana centers and church locations along with a list of marihuana business types and addresses.

4. **Bill Stohler**, representing NOBO, provided articles pointing out positive aspects of allowing marihuana businesses in the local community.

- **Online Newsletter** "The Conversation", April 8, 2019 6.46am EDT , **Author** Liberty Vittert **Visiting Assistant Professor in Statistics, Washington University in St Louis** **Article:** " Does legalizing marijuana help or harm Americans? Weighing the statistical evidence"

<http://theconversation.com/does-legalizing-marijuana-help-or-harm-americans-weighing-the-statistical-evidence-109402>

- **a research article with a primary focus on residential real estate**  
<https://listwithclever.com/real-estate-blog/marijuana-housing-market-study/>

5. Resident **John Bailey** researched the the effects of legalizing marijuana use.

He provided informative articles which focused on the risks and effects of the Marijuana market to children, the impact on health services (the aftermath of drug abuse (including marijuana) and the challenges to law enforcement.

- “The Kids Aren’t Aright but Older Adults Are Just Fine: Effects of Medical Marijuana Market Growth on Substance Use and Abuse” by Rosanna Smart.
- The Journal of Global Drug Policy And Practice, article by Pennsylvania Representative Matt Baker
- “Public Health Effects if Medical Marijuana Legalization in Colorado” by Jonathan M. Davis PhD, Bruce Mendelson MPA, Jay J. Berkes BS, Katie Suleta MPH, Karen F. Corsi ScD and Robert E. Booth PhD.
  - The results: Hospital discharges coded as marijuana-dependent INCREASED 1% per month through 2013. A changed in trend was detected in poison center calls mentioning marijuana. Poison Center calls also INCREASED 56% in the period following the policy change.
- Annual Review of Medicine Vol. 67:453-466...January 2016). “Marijuana Legalization: Impact on Physicians and Public Health”.
  - Issues include acute marijuana intoxication on driving abilities, unintentional ingestion of marijuana products by children, the relationship between the marijuana and opioid use, and whether there will be an increase in health problems related to marijuana use, such as dependence/addiction, psychosis, and pulmonary disorders
- AAP News Study: Medical Marijuana Advertising Linked To Teen Use by Melissa Jenco, May 18, 2018. Teens who see ads for medical marijuana are more likely to use the drug recreationally.
  - Consider recent advertising on the electronic board near the township office
- The Nation’s Health, a publication of the American Public Health Association: “Protecting Public Health Key as Marijuana Legalization Grows: Colorado Leading The Way Among States”.
  - The first line states: concerns about substance misuse and the need to safeguard public health including protecting youth from the harmful effects.”
- Fact: The number of patients arriving at Colorado hospitals and Emergency Rooms due to marijuana exposure rise significantly after the drug was legalized. In fact, that number tripled from 803 per 100,000 people to 2,413 per 100,000 people.
- From the Police Foundation:  
**“5 Things You Need To Know About Marijuana Legalization’s Impact On Public Safety”**
  1. Marijuana legalization creates more rather than less law enforcement challenges for police officers and sheriff’s deputies.
  2. Law enforcement faces a new challenge in educating the public on the continuing risks of marijuana.
  3. Marijuana cultivations create high risks to law enforcement, growers, residents, and communities that are home to cultivation facilities.
  4. New production methods can increase the health risks of marijuana use.
  5. Youth marijuana use may soon become a public health problem rivaling youth alcohol use.

## Consulting Scope of Work

Dunaskiss Consulting & Development, Inc. will provide the following services:

1. Advise on the latest legislation, regulations, rules, etc. relative to the medical and adult use cannabis industries within the State of Michigan;
2. Work with the township and their staff to provide educational material, resources and/or informative sessions on the following laws:
  - a. Michigan Medical Marihuana Act of 2008, MCL 333.26421;
  - b. Michigan Medical Marihuana Facilities Licensing Act of 2016, MCL 333.27101;
  - c. Marihuana Tracking Act of 2016, MCL 333.27901;
  - d. Michigan Regulation and Taxation of Marihuana Act of 2018, MCL 333.27951;
3. Present to the Township Board educational material(s) on the differences between the Medical Marihuana Facilities Licensing Act or 2016 and the Michigan Regulation and Taxation of Marihuana Act of 2018;
4. Attend township meetings, as requested by township officials, where cannabis regulations will be discussed;
5. Aid in the development of a proposed adult use marihuana ordinance(s) and other regulatory language;
6. Provide input, suggestions and feedback on the current medicinal cannabis ordinance for the township's consideration;
7. Provide ideas, concepts, suggestions, etc. for a community benefits ordinance, or something of the like, to encourage community engagement and participation from the township's business owners;
8. Research zoning ordinances, master plan, zoning map and other related information/documents to assist with the regulatory structure/language;
9. Assist in the development of a municipal application for an adult use marihuana facility;
10. Provide input, suggestions, feedback on the existing medicinal cannabis municipal application for the township's consideration;
11. Work with the planning commissioners, Township Board, township attorney, and other elected and/or appointed and/or township officials;
12. Work with, as needed, the township's planning and zoning department and/or building department(s);
13. Work with the township's outside consultants, when appropriate, i.e. planning and engineering firms, CPAs, attorneys, etc...;
14. Interface with the Michigan Department of Licensing and Regulatory Affairs (LARA) and the Marihuana Regulatory Agency (MRA) on the development of the rules and regulations for the cannabis industry.

\_\_\_\_\_  
Consultant Initial

\_\_\_\_\_  
Client Initial

## Consulting Agreement

This Consulting Agreement, dated effective January \_\_\_\_\_, 2020 (this “Agreement”), is made and entered into by and among Emmett Charter Township (the “Client” or “City”) and Dunaskiss Consulting & Development (the “Consultant”).

### ARTICLE 1

#### SCOPE OF WORK

**1.1 Services.** The Client has engaged Consultant to provide services in connection with Government Affairs Consulting. Consultant will provide services to the clients based on this background, and such other services as described in the Consulting Scope of Work.

**1.2 Confidentiality.** In order for Consultant to perform the consulting services, it may be necessary for the Client to provide Consultant with Confidential Information (as defined in Article 5.1) regarding the Client’s business and products. The Client will rely heavily upon Consultant’s integrity and prudent judgment to use this information only in the best interests of the Client.

**1.3 Standard of Conduct.** In rendering consulting services under this Agreement, Consultant shall conform to high professional standards of work and business ethics to act in the best interest of the City of Hazel Park. Consultant shall not use time, materials, or equipment of the Client’s without the prior written consent of the Client. In no event shall Consultant take any action or accept any assistance or engage in any activity that would result in any university, governmental body, research institute, entity, organization, or other person acquiring any rights of any nature in the results of work performed by or for the Client.

### ARTICLE 2

#### INDEPENDENT CONTRACTOR

**2.1 Independent Contractor.** Consultant is an independent contractor and is not an employee, partner, or co-venturer of, or in any other service relationship with, the Client. The manner in which Consultant’s services are rendered shall be within Consultant’s sole control and discretion. Consultant is not authorized to speak for, represent, or obligate the Client in any manner without the prior express written authorization from an officer of the Client.

\_\_\_\_\_  
Consultant Initial

\_\_\_\_\_  
Client Initial

### ARTICLE 3

#### COMPENSATION FOR CONSULTING SERVICES

**3.1 Compensation.** The Client shall pay a fee to Consultant for services rendered in the amount of \$ 9,500.00 under this Agreement. The compensation shall be paid within three (3) months of executing this Agreement. This payment is non-refundable and earned upon receipt.

**3.2 Reimbursement.** The Client agrees to reimburse Consultant for all actual reasonable and necessary expenditures, which are directly related to the consulting services. These expenditures include, but are not limited to, expenses related to travel outside of Michigan (i.e., airfare, hotel, temporary housing, meals, parking, taxis, mileage, etc.) and any printing expenditures. Consultant will notify Client of any non-customary expenses before any costs are incurred. Expenses incurred by Consultant will be reimbursed by the Client within 30 days of Consultant's proper written request for reimbursement.

### ARTICLE 4

#### TERM AND TERMINATION

**4.1 Term.** This Agreement shall be effective as of January \_\_\_\_\_, 2020 and shall continue in full force and effect for ninety (90) consecutive days. Client and Consultant may negotiate to extend the term of this Agreement and the terms and conditions under which the relationship shall continue.

**4.2 Termination.** If the Client or Consultant chooses to terminate the Agreement under reasonable rationale, both parties must sign written notice of the Agreement termination. The nature of the work is such that the bulk of it is done at the early stages of the engagement and therefore, if this Agreement is canceled prior to completion of the term, the remaining balance is still due. Further, the renewal process continues with every additional term.

**4.3 Responsibility upon Termination.** Any equipment provided by the Consultant to the Client in connection with or furtherance of Consultant's services under this Agreement, including, but not limited to, computers, laptops, and personal management tools, shall, immediately upon the termination of this Agreement, be returned to the Consultant.

\_\_\_\_\_  
Consultant Initial

\_\_\_\_\_  
Client Initial

## ARTICLE 5

### CONFIDENTIAL INFORMATION

**5.1 Obligation of Confidentiality.** “Confidential Information” shall mean all proprietary and confidential information of the Client’s, its subsidiaries and their respective affiliates, including, but not limited to, processes, ideas, techniques, methods, products, services, research, purchasing, marketing, sales, customers or suppliers. For purposes of this Agreement, all information which the Consultant has a reasonable basis to believe to be Confidential Information, or which the Consultant has a reasonable basis to believe the Client treats as Confidential Information, shall be deemed to be Confidential Information, whether in oral, written, electronic or other form, and all reports, notes, analyses, studies or other documents which contain or otherwise reflect any such information. In performing consulting services under this Agreement, Consultant may be exposed to and will be required to use certain “Confidential Information” of the Client’s. Consultant agrees that such Confidential Information will remain Confidential Information during and after the term of this Agreement, for as long as such information retains the characteristics of Confidential Information.

## ARTICLE 6

### NON-SOLICITATION

**6.1 Non-Solicitation.** Consultant covenants and agrees that during the term of this Agreement, Consultant will not, directly or indirectly, through an existing corporation, unincorporated business, affiliated party, successor employer, or otherwise, solicit, hire for employment or work with, on a part-time, consulting, advising, or any other basis, other than on behalf of the Client any employee or independent contractor employed by the Client while Consultant is performing services for the Client.

## ARTICLE 7

### GENERAL PROVISIONS

**7.1 Construction of Terms.** If any provision of this Agreement is held unenforceable by a court of competent jurisdiction, that provision shall be severed and shall not affect the validity or enforceability of the remaining provisions.

**7.2 Governing Law.** This Agreement shall be governed by and construed in accordance with the internal laws (and not the laws of conflicts) of the State of Michigan.

**7.3 Complete Agreement.** This Agreement constitutes the complete Agreement and sets forth the entire understanding and agreement of the parties as to the subject matter of this Agreement and supersedes all prior discussions and understandings in respect to the subject of this Agreement, whether written or oral.

\_\_\_\_\_  
Consultant Initial

\_\_\_\_\_  
Client Initial

**7.4 Dispute Resolution.** If there is any dispute or controversy between the parties arising out of or relating to this Agreement, the parties agree that this Agreement shall be governed by the laws of the State of Michigan. Any and all disputes or claims which may arise between the parties, or as a result of execution of this contract, shall be brought in the State Courts within the County of Oakland, State of Michigan.

If any litigation of disputes occurs, both parties do hereby agree that should either party not reside or conduct their primary business operations within the borders of Oakland County, that party does hereby agree that the State Courts within Oakland County shall exercise jurisdiction over that party in any litigation arising out of said contract.

**7.5 Modification.** No modification, termination, or attempted waiver of this Agreement, or any provision thereof, shall be valid unless in writing signed by the party against whom the same is sought to be enforced.

**7.6 Waiver of Breach.** The waiver by a party of a breach of any provision of this Agreement by the other party shall not operate or be construed as a waiver of any other or subsequent breach by the party in breach.

**7.7 Successors and Assigns.** This Agreement may not be assigned by either party without the prior written consent of the other party; provided, however, that the Agreement shall be assignable by the Client without Consultant's consent in the event the Client is acquired by or merged into another corporation or business entity. The benefits and obligations of this Agreement shall be binding upon and inure to the parties hereto, their successors and assigns.

**IN WITNESS WHEREOF**, this Agreement is executed as of the date set forth above.

Party receiving services (Client): \_\_\_\_\_

Authorized signer: \_\_\_\_\_ Date: \_\_\_\_\_, 2019

DCD authorized signature: \_\_\_\_\_

\_\_\_\_\_  
Consultant Initial

\_\_\_\_\_  
Client Initial

# Brunner Lawn Care

415 East Marshall  
Athens, MI 49011

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Phone (269) 317-7593

December 10, 2019

## **RE: Cemetery Services**

Trish:

Thank you for the opportunity to serve Emmett Township over the last four years. As you know, our current contract expires in March of 2020. That contract currently encompasses all services needed in the cemeteries.

I would like ask the Township to separate the cemetery maintenance from the burial/grave related duties and create a "Cemetery Sexton" position.

As Cemetery Sexton, I would continue to handle all full burials, cremations, dis-interments, lot probing, and foundations.

Cemetery maintenance such as mowing, trimming, brush cleanup, flower removal, snow plowing, etc... would be handled by a lawn maintenance provider of the Township's choice.

In addition, I'd like to update my fee schedule, adopt a holiday calendar to address the ever-increasing number of holiday burial requests, and create an overtime charge for services scheduled or arriving late in the day.

The fees will be listed below and the observed holidays would mirror Emmett Township's calendar PLUS the addition of Mother's Day and Father's Day (both of which would be the actual Sunday on which the holiday is observed, NOT the day after).

**FOUNDATIONS: \$.35 per square inch**

- Installed twice per season:
- Spring (prior to Memorial Day)
- Fall (prior to Nov. 30)
- To include 3" border

**BURIAL RATES:**

-Weekday full burial - Adult (61" to 96" vault)	<b>\$375.00</b>
-Weekday Oversize burial – (oversize vault)	<b>\$475.00</b>
-Weekday full burial - Child (up to 60" vault)	<b>\$325.00</b>
-Weekday infant burial – Stillborn (up to 36" vault)	<b>\$250.00</b>
-Weekday cremations (all sizes)	<b>\$125.00</b>
-Saturdays/Sundays add:	<b>\$50.00</b>
-Holidays add:	<b>\$100.00</b>
-Winter burial rate Nov. 1 <sup>st</sup> - Apr. 1 <sup>st</sup> add: (applies to ALL openings)	<b>\$100.00</b>
-Dis-interments (all vault sizes)	<b>\$425.00</b>

**OVERTIME: \$100.00/ Burial**

- No service may be scheduled to start offsite after 2PM, or arrive at the cemetery after 3PM
- In the event that the procession arrives after 3PM, the overtime charge will apply

Please do not hesitate to call if you need clarification/revisions on any of the above.

Respectfully,

John R. Brunner

CHARTER TOWNSHIP OF EMMETT  
621 CLIFF STREET  
BATTLE CREEK, MI 49014  
269 968-0241

**CEMETERY FEES:** The following fees will become effective April 1, 2020 for the following cemeteries operated by the Charter Township of Emmett:

**Ceresco**  
**Newbre**  
**Sandstone**

**GRAVE SPACES:**

Township resident.....\$300.00  
Non-resident.....\$700.00

**TRANSFER OF BURIAL CERTIFICATE:**

Per Burial Certificate transfer there is a fee of \$30.00

**GRAVE OPININGS/CLOSINGS:**

*Weekday Charges-*

Adult Full Burial (61" to 96" vault).....\$525.00  
Oversize Burial- (oversize vault).....\$665.00  
Child Full Burial (up to 60" vault).....\$455.00  
Infant Burial- Stillborn (up to 36" vault).....\$350.00  
Cremains (all sizes).....\$175.00

Dis-Internment.....\$595 Full body, excavation only

**EXTRA CHARGES:** Add to the above charges

Saturday & Sundays Burial.....\$50.00

Holiday's.....\$100.00

*Burials for Friday, Saturday, Sunday, or Monday, before 1:00 p.m. WE MUST BE NOTIFIED BEFORE 10:00 a.m. on the Thursday before the burial by 4pm, or an extra charge will be added for a weekend dig.*

OVERTIME.....\$100.00/Burial

-In the event that the procession arrives after 3pm, overtime charge will apply.

**WINTER CHARGES:** November 1<sup>st</sup> thru April 1<sup>st</sup> there are extra charges  
\$100 Fee (applies to ALL openings)

**GRAVE MARKER FOUNDATIONS:**

.55 Per square inch

Poured twice per season:

1. Spring (prior to Memorial Day

2. Fall (prior to Oct. 30)

***\*Must include 6" border all the way around and will not except any payments until Foundation can be poured.***



## FIREKEEPERS LOCAL REVENUE SHARING BOARD

### 2020 Meeting Schedule

Thu., February 6, 2020, 2:00 p.m.  
\*\*Fri., May 1, 2020, 10:00 a.m.  
Fri., May 15, 2020, 10:00 a.m.  
Fri., June 5, 2020, 10:00 a.m.

Meetings will be held in the Administrative Conference Room in the Calhoun County Building, 315 W. Green Street, Marshall, MI 49068 or if designated \*\* in the Board of Commissioners Chambers, Calhoun County Building, 315 W. Green Street, Marshall, MI 49068.