

MITCHELL TOWNSHIP MEETING AGENDA
Thursday, November 20, 2025

/

REGULAR MEETING

CALL TO ORDER

PLEDGE OF ALLEGIANCE

ROLL CALL

APPROVE AGENDA

MINUTES from October 2025

FINANCIAL Report

PUBLIC COMMENTS: (limit 5 minutes)

DEPARTMENTAL REPORTS

- Assessing
- Fire Department
- Planning Commission
- Roads
- Zoning Administrator
- Cemetery
- Building
- Park
- Elections

CORRESPONDENCE

OLD BUSINESS

NEW BUSINESS – Snow Plowing

Next meeting date December 18, 2025 @ **7:00 p.m.**

ADJOURNED

Mitchell Township Board

October 16, 2025

Meeting Minutes

The October meeting of the Mitchell Township Board was called to order by Supervisor Brimm, on Thursday, October 16th, at 7:00 pm at the Mitchell Township Hall, 6849 W. Tower Rd, Curran, Michigan.

Members Present: Treasurer Kevin Small, Supervisor Carla Brimm, Trustee Paula Taylor

Members Absent: Trustee Mike Lay, Clerk Olivia Bowers

Other Present: 1

September 2025 Minutes

It was moved by Kevin Small, supported by Paula Taylor, to approve the minutes from the September meeting.

Yes- 3 No-0 Absent-2 Motion Carried

September Financial Report

It was moved by Paula Taylor, supported by Kevin Small, to approve Financial Statements.

Yes- 3 No-0 Absent-2 Motion Carried

Public Comment

Departmental Reports

Assessing

Board of Review Certificates

Fire Department

2 Calls (Lift Assist)

Frank Rate Resigned from Assistant Chief

It was moved by Carla Brimm, supported by Kevin Small, to appoint Hanna Trefla as Assistant Chief.

Yes- 3 No-0 Absent-2 Motion Carried

Planning Commission

It was moved by Carla Brimm, supported by Kevin Small, to approve the Planning Commission Report.

Yes- 3 No-0 Absent-2 Motion Carried

Next meeting December 10, 2025

Roads -

None

Zoning Administrator

No Zoning Minutes

Cemetery

None

Building

None

Park

None

Elections

None

Correspondence**Old Business****New Business**

It was moved by Paula Taylor, supported by Kevin Small, to reimburse \$25.00 for Dana Welch monthly Internet.

Yes- 3 No-0 Absent-2 Motion Carried

It was moved by Carla Brimm, supported by Kevin Small, to purchase Printer/Scanner, Paper, and Ink for Dana Welch up to \$400.

Yes- 3 No-0 Absent-2 Motion Carried

It was moved by Carla Brimm, supported by Kevin Small, to purchase Two Drawer locking File Cabinets for each Olivia Bowers and Dana Welch.

Yes- 3 No-0 Absent-2 Motion Carried

It was moved by Kevin Small, supported by Carla Brimm, to pay Payne in the Grass \$2500.00 for mowing and cleaning services for Township properties.

Roll Call

Carla Brimm – Yes Kevin Small- Yes Paula Taylor – Yes Mike Lay and Olivia Bowers Absent

It was moved by Kevin Small, supported by Carla Brimm, to transfer \$16,679.79 from Fire Department Fund to the General Fund for State and Federal withholding taxes for employees.

Roll Call

Carla Brimm – Yes Kevin Small- Yes Paula Taylor – Yes Mike Lay and Olivia Bowers Absent

Adjourned at 9:10 p.m.

Next meeting November 20th, 2025 @ 7:00 p.m.

Mitchell Township

Profit & Loss

October 2025

	Oct 25
Income	
101.000.539 State Revenues	6,974.00
101.000.664 Interest	
664.002 Road Fund Interest	48.98
664.003 Money Market Interest	24.66
101.000.664 Interest - Other	9.01
Total 101.000.664 Interest	82.65
Total Income	7,056.65
Expense	
101.101.000 Township Board	
101.000.229 Due Federal Govt	
229.001 Federal Income Tax	17,279.18
229.002 Federal Social Security	
862.000 Company Social Sec.	520.02
Total 229.002 Federal Social Security	520.02
229.003 Federal Medicare	
863.000 Company Medicare	121.62
Total 229.003 Federal Medicare	121.62
Total 101.000.229 Due Federal Govt	17,920.82
101.103.000 Trustees	
702.000 Per Meeting Wage	125.00
Total 101.103.000 Trustees	125.00
902.000 Website and Maintenance	25.00
66000 · Payroll Expenses	0.00
Total 101.101.000 Township Board	18,070.82
101.171.000 Supervisor	
702.000 Salary	750.00
Total 101.171.000 Supervisor	750.00
101.215.000 Clerk	
702.000 Salary	1,250.00
704.000 Internet	25.00
726.000 Supplies	47.28
741.000 Software - New	415.28
Total 101.215.000 Clerk	1,737.56
101.216.000 Deputy Clerk	
702.000 Salary	625.00
Total 101.216.000 Deputy Clerk	625.00
101.253.000 Treasurer	
702.000 Salary	1,100.00
770.00 Postage	11.33
802.003 Tax Collection Fee	21.95
Total 101.253.000 Treasurer	1,133.28
101.257.000 Assessor	
702.000 Salary	1,600.00
Total 101.257.000 Assessor	1,600.00

Mitchell Township
Profit & Loss
October 2025

	Oct 25
101.265.000 Building & Grounds	
702.013 Custodial Wages	100.00
726.000 Supplies	6.58
728.000 Equipment - Repair	223.00
923.000 Electric	93.82
925.000 Propane - Heat	540.00
926.000 Telephone	156.64
Total 101.265.000 Building & Grounds	1,120.04
101.276.000 Cemetery	
702.000 Sexton Wages	150.00
Total 101.276.000 Cemetery	150.00
101.448.000 Street Lighting	
927.000 Street Lighting	216.34
Total 101.448.000 Street Lighting	216.34
101.721.000 Planning Commission	
702.000 Salary	170.00
Total 101.721.000 Planning Commission	170.00
101.722.000 Zoning Board	
702.000 Salary	500.00
Total 101.722.000 Zoning Board	500.00
Total Expense	26,073.04
Net Income	-19,016.39

Mitchell Township
Profit & Loss YTD Comparison
October 2025

	Oct 25	Apr - Oct 25
Income		
101.000.400 Tax Revenues		
402.000 Current Property Taxes	0.00	41,281.48
402.001 County Collected Tax	0.00	36,239.36
412.001 Summer Tax Admin Fee	0.00	8,104.85
412.002 Winter Tax Admin Fee	0.00	16,898.14
410.002 Road Millage	0.00	3,825.03
Total 101.000.400 Tax Revenues	0.00	106,348.86
101.000.476 Licenses & Permits		
476.001 Land Use Permits	0.00	100.00
101.000.476 Licenses & Permits - Other	0.00	100.00
Total 101.000.476 Licenses & Permits	0.00	200.00
101.000.501 Federal Revenues		
501.001 Federal PILT	0.00	9,722.83
501.002 Timber Sale & Royalties	0.00	6,055.68
Total 101.000.501 Federal Revenues	0.00	15,778.51
101.000.539 State Revenues		
573.000 Grants	0.00	500.00
575.000 METRO	0.00	11,052.50
101.000.539 State Revenues - Other	6,974.00	25,890.48
Total 101.000.539 State Revenues	6,974.00	37,442.98
101.000.664 Interest		
664.002 Road Fund Interest	48.98	108.73
664.003 Money Market Interest	24.66	63.71
101.000.664 Interest - Other	9.01	26.74
Total 101.000.664 Interest	82.65	199.18
101.000.667 Rents and Royalties	0.00	100.00
101.000.673 Sale of Assets		
673.001 Cemetery Lots	0.00	100.00
Total 101.000.673 Sale of Assets	0.00	100.00
Total Income	7,056.65	160,169.53
Expense		
101.101.000 Township Board		
101.000.228 Due to S.O.M.		
228.002 Unemployment Insurance	0.00	1,870.00
Total 101.000.228 Due to S.O.M.	0.00	1,870.00
101.000.229 Due Federal Govt		
229.001 Federal Income Tax	17,279.18	17,279.18
229.002 Federal Social Security		
862.000 Company Social Sec.	520.02	2,889.87
Total 229.002 Federal Social Security	520.02	2,889.87
229.003 Federal Medicare		
863.000 Company Medicare	121.62	675.86
Total 229.003 Federal Medicare	121.62	675.86
Total 101.000.229 Due Federal Govt	17,920.82	20,844.91
101.103.000 Trustees		
702.000 Per Meeting Wage	125.00	2,000.00
Total 101.103.000 Trustees	125.00	2,000.00

Mitchell Township
Profit & Loss YTD Comparison
October 2025

	Oct 25	Apr - Oct 25
802.001 Fees	0.00	1,320.94
900.000 Printing and Publishing	0.00	61.63
902.000 Website and Maintenance	25.00	175.00
910.000 Insurance	0.00	13,436.00
66000 · Payroll Expenses	0.00	0.00
101.101.000 Township Board - Other	0.00	645.20
Total 101.101.000 Township Board	18,070.82	40,353.68
101.171.000 Supervisor		
702.000 Salary	750.00	5,250.00
Total 101.171.000 Supervisor	750.00	5,250.00
101.215.000 Clerk		
702.000 Salary	1,250.00	8,600.00
704.000 Internet	25.00	175.00
726.000 Supplies	47.28	783.15
741.000 Software - New	415.28	3,176.40
802.001 Fees	0.00	28.75
Total 101.215.000 Clerk	1,737.56	12,763.30
101.216.000 Deputy Clerk		
702.000 Salary	625.00	3,750.00
Total 101.216.000 Deputy Clerk	625.00	3,750.00
101.247.000 Board of Review		
703.000 per diem - Full Day	0.00	680.00
704.000 per diem - Half Day	0.00	340.00
900.000 Printing & Publishing	0.00	77.85
Total 101.247.000 Board of Review	0.00	1,097.85
101.253.000 Treasurer		
702.000 Salary	1,100.00	7,700.00
727.000 Equipment - New	0.00	422.94
728.000 Equipment - Repair	0.00	75.29
770.00 Postage	11.33	1,112.05
802.001 Fees	0.00	899.00
802.003 Tax Collection Fee	21.95	21.95
802.007 Folding Service	0.00	483.52
880.000 Miscellaneous	0.00	-61.57
Total 101.253.000 Treasurer	1,133.28	10,653.18
101.257.000 Assessor		
702.000 Salary	1,600.00	11,033.33
770.000 Postage	0.00	67.08
802.001 Fees	0.00	789.72
Total 101.257.000 Assessor	1,600.00	11,890.13
101.262.000 Elections		
900.000 Printing & Publishing	0.00	56.25
Total 101.262.000 Elections	0.00	56.25

Mitchell Township
Profit & Loss YTD Comparison
October 2025

	Oct 25	Apr - Oct 25
101.265.000 Building & Grounds		
702.013 Custodial Wages	100.00	700.00
726.000 Supplies	6.58	450.26
728.000 Equipment - Repair	223.00	223.00
921.000 Water Services	0.00	205.00
923.000 Electric	93.82	468.20
925.000 Propane - Heat	540.00	2,822.86
926.000 Telephone	156.64	935.02
933.000 Mowing	0.00	540.00
935.000 - Building Grounds Maintenance	0.00	823.21
Total 101.265.000 Building & Grounds	1,120.04	7,167.55
101.276.000 Cemetery		
702.000 Sexton Wages	150.00	1,050.00
933.000 Mowing	0.00	1,395.00
Total 101.276.000 Cemetery	150.00	2,445.00
101.446.000 Street and Bridges		
952.000 Dust Control	0.00	6,670.06
Total 101.446.000 Street and Bridges	0.00	6,670.06
101.448.000 Street Lighting		
927.000 Street Lighting	216.34	779.47
Total 101.448.000 Street Lighting	216.34	779.47
101.721.000 Planning Commission		
702.000 Salary	170.00	290.00
Total 101.721.000 Planning Commission	170.00	290.00
101.722.000 Zoning Board		
702.000 Salary	500.00	3,400.00
Total 101.722.000 Zoning Board	500.00	3,400.00
101.751.000 Township Park		
812.000 Septic - Temp. Toilets	0.00	675.00
933.000 Mowing	0.00	280.00
Total 101.751.000 Township Park	0.00	955.00
Total Expense	26,073.04	107,521.47
Net Income	-19,016.39	52,648.06

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Cash Basis

Curran Fire Department

Profit & Loss

October 2025

	Oct 25
Income	0.00
Expense	
206.001.000 Fire Department	
862.000 Employers Social Sec.	125.08
863.000 Employers Medicare	29.26
Total 206.001.000 Fire Department	154.34
206.100.000 Fire Department	
801.000 Association Dues	135.00
802.000 Fees	11.45
Total 206.100.000 Fire Department	146.45
206.171.000 Fire Chief	
702.000 Salary	625.00
Total 206.171.000 Fire Chief	625.00
206.172.000 Assistant Chief	
702.000 Salary	525.00
Total 206.172.000 Assistant Chief	525.00
206.175.000 Staff	
709.000 Wages - Dept. Meetings	87.50
711.000 Mutual Medical Run	0.00
712.000 Wages - Fire Runs	640.00
713.000 Mutual Fire Runs	0.00
Total 206.175.000 Staff	727.50
206.265.000 Buildings & Grounds	
702.000 Wages - Bldg. Maint.	140.00
923.000 Electric	178.82
925.000 Propane - Heat	240.00
926.000 Telephone	201.95
Total 206.265.000 Buildings & Grounds	760.77
Total Expense	2,939.06
Net Income	-2,939.06

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11/20/25

Cash Basis

Curran Fire Department

Profit & Loss YTD Comparison

October 2025

	Oct 25	Apr - Oct 25
Income		
206.000.400.000 Tax Revenues		
402.000 Current Property Taxes	0.00	64,107.40
Total 206.000.400.000 Tax Revenues	0.00	64,107.40
206.000.539 State Revenues		
573.000 State Grants	0.00	4,879.35
Total 206.000.539 State Revenues	0.00	4,879.35
Total Income	0.00	68,986.75
Expense		
206.001.000 Fire Department		
862.000 Employers Social Sec.	125.08	1,144.68
863.000 Employers Medicare	29.26	267.73
Total 206.001.000 Fire Department	154.34	1,412.41
206.100.000 Fire Department		
702.005 Wages - Vehicle Maint.	0.00	240.00
714.000 Wages - Equipment Maint	0.00	120.00
726.000 Supplies	0.00	956.76
801.000 Association Dues	135.00	195.00
802.000 Fees	11.45	26.45
910.000 Insurance	0.00	1,164.00
928.000 Fuel for Vehicles	0.00	70.00
Total 206.100.000 Fire Department	146.45	2,772.21
206.171.000 Fire Chief		
702.000 Salary	625.00	4,350.00
Total 206.171.000 Fire Chief	625.00	4,350.00
206.172.000 Assistant Chief		
702.000 Salary	525.00	3,125.00
Total 206.172.000 Assistant Chief	525.00	3,125.00
206.175.000 Staff		
709.000 Wages - Dept. Meetings	87.50	637.50
710.000 Wages - Medical Runs	0.00	0.00
711.000 Mutual Medical Run	0.00	0.00
712.000 Wages - Fire Runs	640.00	9,040.00
713.000 Mutual Fire Runs	0.00	0.00
714.00 Wages - Extended Svc.	0.00	670.00
831.000 Seminars and Training	0.00	285.88
Total 206.175.000 Staff	727.50	10,633.38
206.265.000 Buildings & Grounds		
702.000 Wages - Bldg. Maint.	140.00	280.00
726.000 Supplies	0.00	29.70
728.000 Equipment - Repair	0.00	156.28
923.000 Electric	178.82	796.64
925.000 Propane - Heat	240.00	1,650.00
926.000 Telephone	201.95	1,206.88
933.000 Mowing	0.00	200.00
206.265.000 Buildings & Grounds - Other	0.00	83.62
Total 206.265.000 Buildings & Grounds	760.77	4,403.12
Payroll Expenses	0.00	0.00
Total Expense	2,939.06	26,696.12
Net Income	-2,939.06	42,290.63

Mitchell Township
Zoning Minutes
October 2025

- 10-21-2025 Joan 989-843-6000. Added roof over one of her existing decks. Inquiring if a permit was/is required. Left her a VM that she does need a permit.
- 10-30-2025 Received application and fee from Joan (above note) for permit of roof over existing deck. Joan Feckler 2524 Reeves Road Curran. Property ID No. 111-013-300-010-00. Issued LUP 25-006.