

MITCHELL TOWNSHIP MEETING AGENDA
Thursday, November 9, 2023

CALL TO ORDER

PLEDGE OF ALLEGIANCE

ROLL CALL

APPROVE AGENDA

MINUTES from October 2023

FINANCIAL REPORTS from October 2023

PUBLIC COMMENTS – Limit 5 minutes

DEPARTMENTAL REPORTS

• Assessing

December BOR meeting on December 11 @ 1:00

• Fire Department

• Planning Commission

Next meeting Wednesday, December 13th

• Roads

• Zoning Administrator

• Cemetery

• Building

• Park

• Elections

inter governmental agreement
Dawp Hall, election committee

CORRESPONDENCE

OLD BUSINESS -

NEW BUSINESS –

Rayla Small, Clerk assistant/deputy
• Next meeting date December 14, 2023 @ 7:00 p.m.

ADJOURNED

Mitchell Township Board

Thursday, October 12, 2023

Meeting Minutes

The regular meeting minutes of the Mitchell Township Board was called to order by Supervisor Brimm, on Thursday, October 12, at 7:00 pm at the Mitchell Township Hall, 6849 w. Tower Rd, Curran, Michigan.

Members Present: Supervisor Carla Brimm, Treasurer Kevin Small, Clerk Keegan Small, Trustee Paula Taylor, Trustee Mike Lay

Members Absent:

Others Present: 0 members of community

September 2023 regular meeting minutes

It was moved by Kevin Small, supported by Taylor, to approve the Regular Minutes as amended.

Yes- 5 No-0 Absent-0 Motion Carried

September 2023, Financial Report

It was moved by Kevin Small, supported by Paula Taylor, to approve the ~~August~~ financial report.

Yes- 5 No-0 Absent-0 Motion Carried

Public Comment

None

Departmental Reports

Assessing

Board of Review passed training. *Audit*

Fire Department

3 fire

Planning Commission

Next meeting Dec. 13th

Roads

It was moved by Keegan Small, supported by Kevin Small, to make the payment of \$50,258.00 for chip sealing to Alcona County Road Commission.

Yes- 5 No-0 Absent-0 Motion Carried

Roll Call all I"

Zoning Administrator

none

Cemetery

None

Building

1 hall rental

Park

None

Elections

None

Correspondence

None

Old Business

None

New Business

None

- Next meeting November 9, 2023 @ 7:00 P.m.
- Adjourned at 7:45

Mitchell Township Zoning
Activity Report
October 2023

- 10-02-23 Emailed Sept. minutes to Keegan
- 10-23-23 Mark Jabara 586-872-6772 Called and inquired if he needed more permits His builder said he needed zoning number, Land Use permit is the zoning number. Issued 9-28-23 #23-009
- Issued LUP #23-010 To David Lawrence for shed 6838 Timber Ln. Curran #114-130-000-067-00.
- Issued LUP 23-011 To William Belkowski for 30 x40 Pole barn Reeves Rd #111-024-300-010-00.
- 10-25-23 Cindy Sterling Properties 989-387-4611 Client wants to buy lot and build tiny house 1000 sq ft minimum
- Tracy with Moeller Builders needs LUP for pole barn sending application and check.
- 10-30-23 Issued LUP 23-012 for pole barn located @7477 E. Bugg Rd. 112-022-100-010-00.

Mitchell Township

11/9/2023 10:01 AM

Register: 101.000.000 Cash on Hand:002.000 · AAACU Checking General Fund

From 10/01/2023 through 10/31/2023

Sorted by: Date, Type, Number/Ref

<u>Date</u>	<u>Number</u>	<u>Payee</u>	<u>Account</u>	<u>Memo</u>	<u>Payment</u>	<u>C</u>	<u>Deposit</u>	<u>Balance</u>
10/02/2023	DD1703	Brimm, Carla S	-split-	Direct Deposit		X		86,685.48
10/02/2023	DD1704	Poellet, Laura L	-split-	Direct Deposit		X		86,685.48
10/02/2023	DD1705	Sanford, Michael R	-split-	Direct Deposit		X		86,685.48
10/02/2023	DD1706	Small, John k	-split-	Direct Deposit		X		86,685.48
10/02/2023	DD1707	Taylor, Paula F	-split-	Direct Deposit		X		86,685.48
10/02/2023	DD1708	Thompson, Randy	-split-	Direct Deposit		X		86,685.48
10/02/2023	DD1709	Trader, Herb	-split-	Direct Deposit		X		86,685.48
10/03/2023		QuickBooks Payroll ...	-split-	Created by Pay...	3,453.01			83,232.47
10/04/2023	1492	Small, Kevin	-split-		957.75			82,274.72
10/18/2023	1493	Gary Oil Co. Inc.	101.265.000 Building ...		130.00			82,144.72
10/18/2023	1494	Gary Oil Co. Inc.	101.265.000 Building ...		130.00			82,014.72
10/18/2023	1495	Alcona County Review	-split-		47.26			81,967.46
10/18/2023	1496	Consumers Energy	-split-		238.86			81,728.60
10/23/2023	1497	Accident Fund	101.101.000 Township...		562.00			81,166.60

Mitchell Township
Profit & Loss
October 2023

	Oct 23	Apr - Oct 23
Income		
101.000.400 Tax Revenues		
402.000 Current Property Taxes	0.00	122,489.13
402.001 County Collected Tax	0.00	4,516.69
415.000 State PILT	0.00	241.35
410.002 · Road Millage	0.00	31,311.30
Total 101.000.400 Tax Revenues	0.00	158,558.47
101.000.476 Licenses & Permits		
476.001 Land Use Permits	0.00	200.00
Total 101.000.476 Licenses & Permits	0.00	200.00
101.000.539 State Revenues		
574.000 State Shared Revenues	0.00	11,976.45
575.000 METRO	0.00	9,007.34
Total 101.000.539 State Revenues	0.00	20,983.79
101.000.580 Local Unit Contrib	0.00	674.00
101.000.667 Rents and Royalties		
667.002 Oil Royalties	0.00	106.47
Total 101.000.667 Rents and Royalties	0.00	106.47
Total Income	0.00	180,522.73
Expense		
101.101.000 Township Board		
101.000.228 Due to S.O.M.		
228.002 Unemployment Insurance	0.00	20.00
Total 101.000.228 Due to S.O.M.	0.00	20.00
101.000.229 Due Federal Govt		
229.001 Federal Income Tax	0.00	39.54
229.002 Federal Social Security		
862.000 Company Social Sec.	310.51	2,205.54
Total 229.002 Federal Social Security	310.51	2,205.54
229.003 Federal Medicare		
863.000 Company Medicare	72.62	515.80
Total 229.003 Federal Medicare	72.62	515.80
Total 101.000.229 Due Federal Govt	383.13	2,760.88
101.103.000 Trustees		
702.000 Per Meeting Wage	125.00	1,250.00
Total 101.103.000 Trustees	125.00	1,250.00
307.001 Interest Paid	0.00	172.90
668.000 Dust Control	0.00	337.88
801.000 Association Dues	0.00	1,203.91
900.000 Printing and Publishing	47.26	91.52
902.000 Internet Services	25.00	175.00
910.000 Insurance	562.00	3,236.60
66000 · Payroll Expenses	12.25	184.00
Total 101.101.000 Township Board	1,154.64	9,432.69
101.171.000 Supervisor		
702.000 Salary	600.00	4,200.00
Total 101.171.000 Supervisor	600.00	4,200.00

**Mitchell Township
Profit & Loss
October 2023**

	Oct 23	Apr - Oct 23
101.215.000 Clerk		
703.000 per diem - Full Day	1,100.00	6,850.00
704.000 Internet	25.00	175.00
880.000 Miscellaneous	0.00	689.66
Total 101.215.000 Clerk	1,125.00	7,714.66
101.247.000 Board of Review		
703.000 per diem - Full Day	0.00	600.00
704.000 per diem - Half Day	0.00	300.00
825.000 Seminars & Training	0.00	250.00
900.000 Printing & Publishing	0.00	24.75
Total 101.247.000 Board of Review	0.00	1,174.75
101.253.000 Treasurer		
702.000 Salary	1,100.00	7,700.00
742.000 Software - Updates	0.00	830.00
Total 101.253.000 Treasurer	1,100.00	8,530.00
101.257.000 Assessor		
702.000 Salary	1,433.33	10,033.31
742.000 Software - Updates	0.00	716.00
770.000 Postage	0.00	850.86
880.000 Miscellaneous	0.00	473.32
Total 101.257.000 Assessor	1,433.33	12,073.49
101.262.000 Elections		
900.000 Printing & Publishing	0.00	0.00
Total 101.262.000 Elections	0.00	0.00
101.265.000 Building & Grounds		
702.013 Custodial Wages	100.00	700.00
726.000 Supplies	0.00	35.97
921.000 Water Services	0.00	58.00
923.000 Electric	37.33	557.29
925.000 Propane - Heat	260.00	1,090.00
933.000 Mowing	0.00	700.00
934.000 Plowing	0.00	55.00
935.000 Grounds-FD Plow/Mow	0.00	45.00
935.000 Building Grounds Maintenanc...	0.00	5,070.00
Total 101.265.000 Building & Grounds	397.33	8,311.26
101.276.000 Cemetery		
702.000 Sexton Wages	150.00	950.00
933.000 Mowing	0.00	2,400.00
960.000 Grave Opening/Closing	0.00	-150.00
Total 101.276.000 Cemetery	150.00	3,200.00
101.446.000 Street and Bridges		
951.000 Roads	0.00	55,452.98
Total 101.446.000 Street and Bridges	0.00	55,452.98
101.448.000 Street Lighting		
927.000 Street Lighting	201.53	560.95
Total 101.448.000 Street Lighting	201.53	560.95
101.721.000 Planning Commission		
702.000 Salary	0.00	270.00
704.000 per diem - Half Day	0.00	20.00
101.721.000 Planning Commission - O...	0.00	25.00
Total 101.721.000 Planning Commission	0.00	315.00

**Mitchell Township
Profit & Loss
October 2023**

	Oct 23	Apr - Oct 23
101.722.000 Zoning Board 702.000 Salary	400.00	2,800.00
Total 101.722.000 Zoning Board	400.00	2,800.00
101.751.000 Township Park 933.000 Mowing	0.00	205.00
Total 101.751.000 Township Park	0.00	205.00
Total Expense	6,561.83	113,970.78
Net Income	-6,561.83	66,551.95

**Mitchell Township
Balance Sheet
As of October 31, 2023**

	Oct 31, 23
ASSETS	
Current Assets	
Checking/Savings	
101.000.000 Cash on Hand	
003.001 Metro Fund	15,407.77
003.002 Road Fund	70,841.69
003.003 Certificate of Deposit	21,087.74
003.005 Certificate of Deposit	20,435.82
000.222 · CU-GF Savings	5.00
002.000 · AAACU Checking General Fund	81,166.60
003.007 · Park Fund	17,655.00
Total 101.000.000 Cash on Hand	226,599.62
Total Checking/Savings	226,599.62
Total Current Assets	226,599.62
TOTAL ASSETS	226,599.62
LIABILITIES & EQUITY	
Liabilities	
Current Liabilities	
Other Current Liabilities	
24000 · Payroll Liabilities	2,803.70
Total Other Current Liabilities	2,803.70
Total Current Liabilities	2,803.70
Long Term Liabilities	
27100 · 101.000.307 Long Term Liability	
307.001 Capital Improvement	-1,033.67
Total 27100 · 101.000.307 Long Term Lia...	-1,033.67
Total Long Term Liabilities	-1,033.67
Total Liabilities	1,770.03
Equity	
30000 · Opening Balance Equity	122,569.71
32000 · Retained Earnings	35,707.93
Net Income	66,551.95
Total Equity	224,829.59
TOTAL LIABILITIES & EQUITY	226,599.62

Curran Fire Department

11/9/2023 9:28 AM

Register: 206.000.000 Cash on Hand:FD - CU Checking

From 10/01/2023 through 10/31/2023

Sorted by: Date, Type, Number/Ref

Date	Number	Payee	Account	Memo	Payment C	Deposit	Balance
10/03/2023		QuickBooks Payroll ...	-split-	Created by Pay...	3,453.01		50,713.90
10/04/2023	1541	Bloom, Lisa	-split-		128.03		50,585.87
10/04/2023	1542	Cordes, Carl G	-split-		128.03		50,457.84
10/04/2023	1543	Edgerton, Ashley N	-split-		75.05		50,382.79
10/04/2023	1544	Lay, Douglas M.	-split-		551.87		49,830.92
10/04/2023	1545	Parent, Casey	-split-		128.03		49,702.89
10/04/2023	1546	Parent, Marlana S	-split-		75.05		49,627.84
10/04/2023	1547	Rate, Frank E	-split-		577.18		49,050.66
10/04/2023	1548	Thorn, KC J	-split-		128.04		48,922.62
10/18/2023	1549	Gary Oil	206.265.000 Buildings ...		250.00		48,672.62
10/18/2023	1550	Digicom Global	206.100.000 Fire Depa...		9,758.70		38,913.92
10/18/2023	1551	Consumers Energy	206.265.000 Buildings ...		95.79		38,818.13

9:56 AM
 11/09/23
 Cash Basis

Curran Fire Department Profit & Loss October 2023

	Oct 23	Apr - Oct 23
Income		
206.000.400.000 Tax Revenues		
402.000 Current Property Taxes	0.00	54,687.45
Total 206.000.400.000 Tax Revenues	0.00	54,687.45
Total Income	0.00	54,687.45
Expense		
206.001.000 Fire Department		
862.000 Employers Social Sec.	124.00	1,303.24
863.000 Employers Medicare	29.05	304.81
Total 206.001.000 Fire Department	153.05	1,608.05
206.100.000 Fire Department		
714.000 Wages - Equipment Maint	100.00	3,100.00
728.000 Equipment - Repair	0.00	385.00
729.000 Radios - New	9,758.70	9,758.70
801.000 Association Dues	0.00	135.00
910.000 Insurance	0.00	9,381.40
Total 206.100.000 Fire Department	9,858.70	22,760.10
206.171.000 Fire Chief		
702.000 Salary	600.00	4,200.00
Total 206.171.000 Fire Chief	600.00	4,200.00
206.172.000 Assistant Chief		
702.000 Salary	500.00	3,500.00
Total 206.172.000 Assistant Chief	500.00	3,500.00
206.175.000 Staff		
709.000 Wages - Dept. Meetings	200.00	1,400.00
710.000 Wages - Medical Runs	600.00	4,740.00
711.000 Mutual Medical Run	0.00	0.00
712.000 Wages - Fire Runs	0.00	2,160.00
713.000 Mutual Fire Runs	0.00	0.00
714.00 Wages - Extended Svc.	0.00	1,920.00
Total 206.175.000 Staff	800.00	10,220.00
206.265.000 Buildings & Grounds		
923.000 Electric	95.79	756.58
925.000 Propane - Heat	250.00	1,000.00
933.000 Mowing	0.00	245.00
Total 206.265.000 Buildings & Grou...	345.79	2,001.58
Payroll Expenses	12.25	45.50
Total Expense	12,269.79	44,335.23
Net Income	-12,269.79	10,352.22

9:37 AM
11/09/23
Cash Basis

Curran Fire Department
Balance Sheet
As of October 31, 2023

Oct 31, 23

ASSETS	
Current Assets	
Checking/Savings	
206.000.000 Cash on Hand	
001.000 F.D. Checking	-3,453.00
003.000 Certificates of Deposit	25,995.06
004.000 Certificate of Deposit	20,347.69
FD-CU Savings	5.00
FD - CU Checking	38,818.13
Total 206.000.000 Cash on Hand	81,712.88
Total Checking/Savings	81,712.88
Total Current Assets	81,712.88
TOTAL ASSETS	81,712.88
LIABILITIES & EQUITY	
Liabilities	
Current Liabilities	
Other Current Liabilities	
Direct Deposit Liabilities	-12,738.90
Payroll Liabilities	1,992.04
Total Other Current Liabilities	-10,746.86
Total Current Liabilities	-10,746.86
Total Liabilities	-10,746.86
Equity	
Opening Balance Equity	35,233.92
Retained Earnings	46,873.60
Net Income	10,352.22
Total Equity	92,459.74
TOTAL LIABILITIES & EQUITY	81,712.88