

MITCHELL TOWNSHIP MEETING AGENDA
Thursday, October 12, 2023

CALL TO ORDER

PLEDGE OF ALLEGIANCE

ROLL CALL

APPROVE AGENDA

MINUTES from September 2023

FINANCIAL REPORTS from September 2023

PUBLIC COMMENTS – Limit 5 minutes

DEPARTMENTAL REPORTS

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

CORRESPONDENCE

OLD BUSINESS -

NEW BUSINESS –

- Next meeting date November 9 2023 @ 7:00 p.m.

ADJOURNED

Mitchell Township Board

Thursday, September 14, 2023

Meeting Minutes

The regular meeting minutes of the Mitchell Township Board was called to order by Supervisor Brimm, on Thursday, September 14, 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

Members Absent: Trustee Mike Lay

Others Present: 2 members of community

August 2023 regular meeting minutes

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

Yes- 4 No-0 Absent-1 Motion Carried

August 23, Financial Report

It was moved by Kevin Small, supported by Keegan Small, to approve the August financial report.

Yes- 4 No-0 Absent-1 Motion Carried

Public Comment

None

Departmental Reports

Assessing

none

Fire Department

3 medicals

Planning Commission

It was moved by Keegan Small, supported by Kevin Small, to table discussion until planning commission meets again.

Yes- 4 No-0 Absent-1 Motion Carried

Roads

Zoning Administrator

Cemetery

It was moved by Keegan Small seconded by Kevin Small to approve a bid for Curran Cemetery driveway maintenance for 3,153.15\$

Yes- 4 No-0 Absent-1 Motion Carried

Building

New printer bought for Township Hall

Park

New Retaining Wall to be budgeted for year 2024.

Elections

Discussed use of security camera for election integrity, determined there is no need for it at this time.

Correspondence

Old Business

2022 Audit responses we discussed, sending packets to state officials.

New Business

It was moved by Kevin Small, supported by Taylor, to approve up to ^{15600⁰⁰} 6,000\$ for new supervisor Computer.

Yes- 4 No-0 Absent-1 Motion Carried

- Next meeting October 12, 2023 @ 7:00 P.m.
- Adjourned at 8:11

Mitchell Township Zoning
Activity Report
September 2023

- 09-01-23 Received and Issued LUP 23-008 for Pole Building at 5938 McCullum Lake Lot #4 Curran.
- 09-06-23 John 734-231-2573 needs LUP for Pole Building. He's over-nighting permit so he can start right away.
- 09-08-23 Mark 586-872-6772. He has more questions on LUP Application. Advised him to get septic and well permits – LUP – Soil Erosion – and Building Permits.
- John 734-231-2573 has questions on mobile home existing repairing. Advised no LUP required. Also advised he contact County for any other permits.
- 09-26-23 Jamle Peters with Rain Buster Exteriors 989-390-6857 wants to build a Pavillon and Garage on One Acre in Curran. No home on property.
- 09-27-23 Doug 810-569-5775 wants to build a home on Wilson Road. He's requesting Set Backs. Waiting on Survey before applying for permits.

Mitchell Township

10/11/2023 12:12 PM

Register: 101,000,000 Cash on Hand:002,000 - AAACU Checking General Fund

From 09/01/2023 through 09/30/2023

Sorted by: Date, Type, Number/Ref

Date	Number	Payee	Account	Memo	Payment	C	Deposit	Balance
09/01/2023	1487	Lay, Douglas M	-split-		110.38			87,643.23
09/01/2023	1488	Small, Kevin	-split-		957.75			86,685.48
09/01/2023	DD1696	Brimm, Carla S	-split-	Direct Deposit		X		86,685.48
09/01/2023	DD1697	Poellet, Laura L	-split-	Direct Deposit		X		86,685.48
09/01/2023	DD1698	Sanford, Michael R	-split-	Direct Deposit		X		86,685.48
09/01/2023	DD1699	Small, John k	-split-	Direct Deposit		X		86,685.48
09/01/2023	DD1700	Taylor, Paula F	-split-	Direct Deposit		X		86,685.48
09/01/2023	DD1701	Thompson, Randy	-split-	Direct Deposit		X		86,685.48
09/01/2023	DD1702	Trader, Herb	-split-	Direct Deposit		X		86,685.48
09/16/2023	1489	Gary Oil Co. Inc.	101,265,000 Building ...		130.00			86,555.48
09/16/2023	1490	Consumers Energy	-split-		189.91			86,365.57
09/16/2023	1491	Alcona County Road ...	101,446,000 Street and...		50,258.00			36,107.57

Mitchell Township
Profit & Loss
September 2023

	Sep 23	Apr - Sep 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 P.I.L.T	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.	318.27	1,895.03
Total 229.002 Federal Social Security	318.27	1,895.03
229.003 Federal Medicare		
863.000 Company Medicare	74.43	443.18
Total 229.003 Federal Medicare	74.43	443.18
Total 101.000.229 Due Federal Govt	392.70	2,377.75
101.103.000 Trustees		
702.000 Per Meeting Wage	250.00	1,125.00
Total 101.103.000 Trustees	250.00	1,125.00
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	0.00	44.26
902.000 Internet Services	25.00	150.00
910.000 Insurance	0.00	2,874.60
66000 Payroll Expenses	0.00	171.75
Total 101.101.000 Township Board	667.70	8,278.05
101.171.000 Supervisor		
702.000 Salary	600.00	3,600.00
Total 101.171.000 Supervisor	600.00	3,600.00

**Mitchell Township
Profit & Loss
September 2023**

	Sep 23	Apr - Sep 23
101.215.000 Clerk		
703.000 per diem - Full Day	1,100.00	5,750.00
704.000 Internet	25.00	150.00
880.000 Miscellaneous	0.00	689.66
Total 101.215.000 Clerk	1,125.00	6,589.66
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
826.000 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	6,600.00
742.000 Software - Updates	0.00	830.00
Total 101.253.000 Treasurer	1,100.00	7,430.00
101.257.000 Assessor		
702.000 Salary	1,433.33	8,599.98
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	10,640.16
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	600.00
726.000 Supplies	0.00	35.97
921.000 Water Services	0.00	58.00
923.000 Electric	89.16	609.12
926.000 Propane - Heat	130.00	960.00
933.000 Mowing	0.00	700.00
934.000 Plowing	0.00	55.00
936.000 Grounds-FD Plow/Mow	0.00	45.00
936.000 - Building Grounds Maintenanc...	0.00	5,070.00
Total 101.265.000 Building & Grounds	319.16	8,133.09
101.276.000 Cemetery		
702.000 Sexton Wages	150.00	800.00
933.000 Mowing	0.00	2,400.00
960.000 Grave Opening/Closing	0.00	-150.00
Total 101.276.000 Cemetery	150.00	3,050.00
101.446.000 Street and Bridges		
951.000 Roads	50,258.00	55,452.98
Total 101.446.000 Street and Bridges	50,258.00	55,452.98
101.448.000 Street Lighting		
927.000 Street Lighting	100.75	460.17
Total 101.448.000 Street Lighting	100.75	460.17
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
 September 2023

	Sep 23	Apr - Sep 23
101.722.000 Zoning Board		
702.000 Salary	400.00	2,400.00
Total 101.722.000 Zoning Board	400.00	2,400.00
101.751.000 Township Park		
933.000 Mowing	0.00	205.00
Total 101.751.000 Township Park	0.00	205.00
Total Expense	56,153.94	107,728.86
Net Income	-56,153.94	72,783.87

Mitchell Township
Balance Sheet
As of September 30, 2023

Sep 30, 23

ASSETS	
Current Assets	
Checking/Savings	
101.000.000 Cash on Hand	
003.001 Metro Fund	15,407.77
003.002 Road Fund	121,099.89
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	36,107.57
003.007 · Park Fund	17,855.00
Total 101.000.000 Cash on Hand	231,798.59
Total Checking/Savings	231,798.59
Total Current Assets	231,798.59
TOTAL ASSETS	231,798.59
LIABILITIES & EQUITY	
Liabilities	
Current Liabilities	
Other Current Liabilities	
24000 · Payroll Liabilities	1,760.75
Total Other Current Liabilities	1,760.75
Total Current Liabilities	1,760.75
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	727.08
Equity	
30000 · Opening Balance Equity	122,569.71
32000 · Retained Earnings	35,707.93
Net Income	72,793.87 ✓
Total Equity	231,071.51
TOTAL LIABILITIES & EQUITY	231,798.59

Curran Fire Department

10/11/2023 1:15 PM

Register: 206.000.000 Cash on Hand:FD - CU Checking

From 09/01/2023 through 09/30/2023

Sorted by: Date, Type, Number/Ref

Date	Number	Payee	Account	Memo	Payment C	Deposit	Balance
09/01/2023	1528	Bloom, Lisa	-split-		269.32		57,028.55
09/01/2023	1529	Cordes, Carl G	-split-		216.34		56,812.21
09/01/2023	1530	Edgerton, Ashley N	-split-		216.34		56,595.87
09/01/2023	1531	Lay, Douglas M.	-split-		622.52		55,973.35
09/01/2023	1532	Parent, Casey	-split-		286.98		55,686.37
09/01/2023	1533	Parent, Marlana S	-split-		216.34		55,470.03
09/01/2023	1534	Rate, Frank E	-split-		651.07		54,818.96
09/01/2023	1535	Thorn, KC J	-split-		286.98		54,531.98
09/16/2023	1537	Gary Oil	206.265.000 Buildings ...		250.00		54,281.98
09/16/2023	1538	Consumers Energy	206.265.000 Buildings ...		115.07		54,166.91
09/26/2023	1539	Digicom Global	206.100.000 Fire Depa...		9,758.70		44,408.21

1:18 PM
 10/11/23
 Cash Basis

Curran Fire Department Profit & Loss September 2023

	Sep 23	Apr - Sep 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.	192.20	1,179.24
863.000 Employers Medicare	44.93	275.76
Total 206.001.000 Fire Department	237.13	1,455.00
206.100.000 Fire Department		
714.000 Wages - Equipment Maint	940.00	3,000.00
728.000 Equipment - Repair	0.00	365.00
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	10,698.70	22,660.10
206.171.000 Fire Chief		
702.000 Salary	600.00	3,600.00
Total 206.171.000 Fire Chief	600.00	3,600.00
206.172.000 Assistant Chief		
702.000 Salary	500.00	3,000.00
Total 206.172.000 Assistant Chief	500.00	3,000.00
206.175.000 Staff		
709.000 Wages - Dept. Meetings	200.00	1,200.00
710.000 Wages - Medical Runs	540.00	4,140.00
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.	320.00	1,920.00
Total 206.175.000 Staff	1,060.00	9,420.00
206.265.000 Buildings & Grounds		
923.000 Electric	115.07	660.79
925.000 Propane - Heat	250.00	750.00
933.000 Mowing	0.00	245.00
Total 206.265.000 Buildings & Grou...	365.07	1,655.79
Payroll Expenses	0.00	33.25
Total Expense	13,460.90	41,824.14
Net Income	-13,460.90	12,863.31

1:16 PM
10/11/23
Cash Basis

Curran Fire Department
Balance Sheet
As of September 30, 2023

	Sep 30, 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	44,408.21
Total 206.000.000 Cash on Hand	87,302.96
Total Checking/Savings	87,302.96
Total Current Assets	87,302.96
TOTAL ASSETS	87,302.96
LIABILITIES & EQUITY	
Liabilities	
Current Liabilities	
Other Current Liabilities	
Direct Deposit Liabilities	-9,298.14
Payroll Liabilities	1,630.27
Total Other Current Liabilities	-7,667.87
Total Current Liabilities	-7,667.87
Total Liabilities	-7,667.87
Equity	
Opening Balance Equity	35,233.92
Retained Earnings	46,873.60
Net Income	12,863.31
Total Equity	94,970.83
TOTAL LIABILITIES & EQUITY	87,302.96