

MITCHELL TOWNSHIP MEETING AGENDA
Thursday, September 18, 2025

REGULAR MEETING

CALL TO ORDER

PLEDGE OF ALLEGIANCE

ROLL CALL

APPROVE AGENDA

MINUTES from August 2025

FINANCIAL STATUS

DEPARTMENTAL REPORTS

- Assessing
- Fire Department
- Planning Commission
- Roads
- Zoning Administrator
- Cemetery
- Building Black Bear Festival 9/27
- Park
- Elections

CORRESPONDENCE

OLD BUSINESS

NEW BUSINESS

Next meeting date October 16, 2025 @ **7:00 p.m.**
ADJOURNED

Mitchell Township Board

August 21, 2025

Meeting Minutes

The August meeting of the Mitchell Township Board was called to order by Supervisor Brimm, on Thursday, August 21st, at 7:00 pm at the Mitchell Township Hall, 6849 W. Tower Rd, Curran, Michigan.

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

Members Absent:

Other Present: 2

June/July 2025 Minutes

It was moved by Kevin Small, supported by Mike Lay, to approve the minutes from the June and July meeting.

Yes- 5 No-0 Absent-0 Motion Carried

August Financial Report

Fire Department Savings \$5.00 Checking \$75,003.32 as of July 31, 2025

Mitchell Township Savings \$5.00 Checking \$58,730.48 Metro Fund \$48,852.81 Road Fund \$98,954.92 Park Fund \$17,845.51 as of July 31, 2025

It was moved by Paula Taylor, supported by Kevin Small, to pay \$1,506.24 to Whitlock.

Yes- 5 No-0 Absent-0 Motion Carried

It was moved by Paula Taylor, supported by Mike Lay, to increase the budget amount by \$270.06 and pay \$6,270.06 to Alcona County Road Commission for Calcium Chloride.

Roll Call: Paula Taylor yes, Mike Lay yes, Carla Brimm yes, Kevin Small yes, Olivia Bowers yes.

It was moved by Paula Taylor, supported by Kevin Small, to pay EMC Insurance \$13,118

Roll Call: Paula Taylor yes, Mike Lay yes, Carla Brimm yes, Kevin Small yes, Olivia Bowers yes.

It was moved by Kevin Small, supported by Paula Taylor, to pay Accident Fund \$1,164

Yes- 5 No-0 Absent-0 Motion Carried

It was moved by Paula Taylor, supported by Olivia Bowers, to approve the Financial Reports.

Yes- 5 No-0 Absent-0 Motion Carried

Public Comment

Departmental Reports

Assessing

BOR Training Completed

Fire Department

4 calls (Fire Assist, Powerline, ADT Alarm, Lift Assist)

It was moved by Paula Taylor, supported by Mike Lay, to pay dues and books.

Yes- 5 No-0 Absent-0 Motion Carried

It was moved by Paula Taylor, supported by Carla Brimm, to approve the supply list.

Yes- 5 No-0 Absent-0 Motion Carried

It was moved by Olivia Bowers, supported by Paula Taylor, to transfer \$152.15 from Fire Department to Township Credit Card for the receipts

Yes- 5 No-0 Absent-0 Motion Carried

It was moved by Carla Brimm, supported by Kevin Small, to approve the Fire Department Credit Card for fuel for trucks and up to \$250.00 a month.

Yes- 5 No-0 Absent-0 Motion Carried

It was moved by Carla Brimm, supported by Mike Lay, to purchase badges for firefighters up to \$400

Yes- 5 No-0 Absent-0 Motion Carried

It was moved by Olivia Bowers, supported by Carla Brimm, to purchase a printer up to \$300

Yes- 5 No-0 Absent-0 Motion Carried

Planning Commission

September 10th

Roads -

It was moved by Carla Brimm, supported by Paula Taylor to have Kevin visit with Jesse over the gravel roads in the township.

Yes- 5 No-0 Absent-0 Motion Carried

Zoning Administrator

June 10 Correspondences

July 6 Correspondences

Cemetery

None

Building

None

Park

None

Elections

None

Correspondence

Old Business

New Business

Adjourned at 9:20 p.m.

Next meeting September 18th, 2025 @ 7:00 p.m.

Mitchell Township

Profit & Loss

August 2025

	Aug 25
Income	0.00
Expense	
101.101.000 Township Board	
101.000.229 Due Federal Govt	
229.002 Federal Social Security	
862.000 Company Social Sec.	402.69
Total 229.002 Federal Social Security	402.69
229.003 Federal Medicare	
863.000 Company Medicare	94.17
Total 229.003 Federal Medicare	94.17
Total 101.000.229 Due Federal Govt	496.86
101.103.000 Trustees	
702.000 Per Meeting Wage	250.00
Total 101.103.000 Trustees	250.00
902.000 Website and Maintenance	25.00
Total 101.101.000 Township Board	771.86
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
Total 101.215.000 Clerk	1,275.00
101.216.000 Deputy Clerk	
702.000 Salary	625.00
Total 101.216.000 Deputy Clerk	625.00
101.247.000 Board of Review	
704.000 per diem - Half Day	170.00
Total 101.247.000 Board of Review	170.00
101.253.000 Treasurer	
702.000 Salary	1,100.00
Total 101.253.000 Treasurer	1,100.00
101.257.000 Assessor	
702.000 Salary	1,600.00
Total 101.257.000 Assessor	1,600.00
101.265.000 Building & Grounds	
702.013 Custodial Wages	100.00
921.000 Water Services	42.00
923.000 Electric	112.99
926.000 Telephone	156.64
Total 101.265.000 Building & Grounds	411.63
101.276.000 Cemetery	
702.000 Sexton Wages	150.00
Total 101.276.000 Cemetery	150.00

Mitchell Township
Profit & Loss
August 2025

	Aug 25
101.448.000 Street Lighting	
927.000 Street Lighting	0.00
Total 101.448.000 Street Lighting	0.00
101.722.000 Zoning Board	
702.000 Salary	500.00
Total 101.722.000 Zoning Board	500.00
Total Expense	7,353.49
Net Income	-7,353.49

Mitchell Township
Profit & Loss YTD Comparison
August 2025

	Aug 25	Apr - Aug 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
Total 101.000.400 Tax Revenues	0.00	102,523.83
101.000.476 Licenses & Permits		
476.001 Land Use Permits	0.00	150.00
Total 101.000.476 Licenses & Permits	0.00	150.00
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		
575.000 METRO	0.00	1,000.00
101.000.539 State Revenues - Other	0.00	21.39
Total 101.000.539 State Revenues	0.00	1,021.39
101.000.673 Sale of Assets		
673.001 Cemetery Lots	0.00	200.00
Total 101.000.673 Sale of Assets	0.00	200.00
Total Income	0.00	119,673.73
Expense		
101.101.000 Township Board		
101.000.229 Due Federal Govt		
229.002 Federal Social Security		
862.000 Company Social Sec.	402.69	1,977.70
Total 229.002 Federal Social Security	402.69	1,977.70
229.003 Federal Medicare		
863.000 Company Medicare	94.17	462.51
Total 229.003 Federal Medicare	94.17	462.51
Total 101.000.229 Due Federal Govt	496.86	2,440.21
101.103.000 Trustees		
702.000 Per Meeting Wage	250.00	1,625.00
Total 101.103.000 Trustees	250.00	1,625.00
802.001 Fees	0.00	1,320.94
900.000 Printing and Publishing	0.00	61.63
902.000 Website and Maintenance	25.00	125.00
910.000 Insurance	0.00	3,263.00
Total 101.101.000 Township Board	771.86	8,835.78
101.171.000 Supervisor		
702.000 Salary	750.00	3,750.00
Total 101.171.000 Supervisor	750.00	3,750.00
101.215.000 Clerk		
702.000 Salary	1,250.00	6,100.00
704.000 Internet	25.00	125.00
Total 101.215.000 Clerk	1,275.00	6,225.00

Mitchell Township
Profit & Loss YTD Comparison
August 2025

	Aug 25	Apr - Aug 25
101.216.000 Deputy Clerk		
702.000 Salary	625.00	2,500.00
Total 101.216.000 Deputy Clerk	625.00	2,500.00
101.247.000 Board of Review		
703.000 per diem - Full Day	0.00	680.00
704.000 per diem - Half Day	170.00	340.00
900.000 Printing & Publishing	0.00	77.85
Total 101.247.000 Board of Review	170.00	1,097.85
101.253.000 Treasurer		
702.000 Salary	1,100.00	5,500.00
802.001 Fees	0.00	899.00
Total 101.253.000 Treasurer	1,100.00	6,399.00
101.257.000 Assessor		
702.000 Salary	1,600.00	7,833.33
770.000 Postage	0.00	67.08
802.001 Fees	0.00	789.72
Total 101.257.000 Assessor	1,600.00	8,690.13
101.262.000 Elections		
900.000 Printing & Publishing	0.00	56.25
Total 101.262.000 Elections	0.00	56.25
101.265.000 Building & Grounds		
702.013 Custodial Wages	100.00	500.00
726.000 Supplies	0.00	443.68
921.000 Water Services	42.00	173.00
923.000 Electric	112.99	353.25
925.000 Propane - Heat	0.00	2,012.86
926.000 Telephone	156.64	623.92
933.000 Mowing	0.00	540.00
935.000 Building Grounds Maintenance	0.00	775.00
Total 101.265.000 Building & Grounds	411.63	5,421.71
101.276.000 Cemetery		
702.000 Sexton Wages	150.00	750.00
933.000 Mowing	0.00	1,395.00
Total 101.276.000 Cemetery	150.00	2,145.00
101.446.000 Street and Bridges		
951.000 Roads	0.00	-3,825.03
952.000 Dust Control	0.00	200.00
Total 101.446.000 Street and Bridges	0.00	-3,625.03
101.448.000 Street Lighting		
927.000 Street Lighting	0.00	456.31
Total 101.448.000 Street Lighting	0.00	456.31
101.721.000 Planning Commission		
702.000 Salary	0.00	120.00
Total 101.721.000 Planning Commission	0.00	120.00
101.722.000 Zoning Board		
702.000 Salary	500.00	2,400.00
Total 101.722.000 Zoning Board	500.00	2,400.00

Mitchell Township
Profit & Loss YTD Comparison
August 2025

	Aug 25	Apr - Aug 25
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	7,353.49	45,427.00
Net Income	-7,353.49	74,246.73

Curran Fire Department
Profit & Loss
August 2025

	Aug 25
Income	0.00
Expense	
206.001.000 Fire Department	
862.000 Employers Social Sec.	135.93
863.000 Employers Medicare	31.80
Total 206.001.000 Fire Department	167.73
206.100.000 Fire Department	
702.005 Wages - Vehicle Maint.	80.00
714.000 Wages - Equipment Maint	120.00
Total 206.100.000 Fire Department	200.00
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	62.50
712.000 Wages - Fire Runs	640.00
714.00 Wages - Extended Svc.	140.00
Total 206.175.000 Staff	842.50
206.265.000 Buildings & Grounds	
728.000 Equipment - Repair	156.28
923.000 Electric	35.69
925.000 Propane - Heat	480.00
926.000 Telephone	352.75
933.000 Mowing	200.00
Total 206.265.000 Buildings & Grounds	1,224.72
Total Expense	3,584.95
Net Income	-3,584.95

Curran Fire Department

Profit & Loss YTD Comparison

August 2025

	Aug 25	Apr - Aug 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
Total Income	0.00	64,107.40
Expense		
206.001.000 Fire Department		
862.000 Employers Social Sec.	135.93	910.01
863.000 Employers Medicare	31.80	212.85
Total 206.001.000 Fire Department	167.73	1,122.86
206.100.000 Fire Department		
702.005 Wages - Vehicle Maint.	80.00	240.00
714.000 Wages - Equipment Maint	120.00	120.00
928.000 Fuel for Vehicles	0.00	70.00
Total 206.100.000 Fire Department	200.00	430.00
206.171.000 Fire Chief		
702.000 Salary	625.00	3,100.00
Total 206.171.000 Fire Chief	625.00	3,100.00
206.172.000 Assistant Chief		
702.000 Salary	525.00	2,600.00
Total 206.172.000 Assistant Chief	525.00	2,600.00
206.175.000 Staff		
709.000 Wages - Dept. Meetings	62.50	487.50
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	7,440.00
713.000 Mutual Fire Runs	0.00	0.00
714.00 Wages - Extended Svc.	140.00	670.00
Total 206.175.000 Staff	842.50	8,597.50
206.265.000 Buildings & Grounds		
702.000 Wages - Bldg. Maint.	0.00	20.00
726.000 Supplies	0.00	29.70
728.000 Equipment - Repair	156.28	156.28
923.000 Electric	35.69	508.87
925.000 Propane - Heat	480.00	930.00
926.000 Telephone	352.75	805.15
933.000 Mowing	200.00	200.00
Total 206.265.000 Buildings & Grounds	1,224.72	2,650.00
Payroll Expenses	0.00	0.00
Total Expense	3,584.95	18,500.36
Net Income	-3,584.95	45,607.04

Mitchell Township
Zoning Minutes
August 2025

- 08-01-2025 Donald Williams wants to meet with me on Friday (8/8/25) to go over application and give me payment for LUP.
- Jacklyn Arnold wants to dig a pond on their 20 acre parcel in a couple of years. I advised, to be on safe side, that she should make application for LUP when she is ready to start the project.
586-413-4063
- Lena at Legacy Title Company 248-913-2355 inquiring on 8362 Deer Street. Asked if any violations that would stop sale of property. None with Township.
- 08-08-2025 Donald Williams meeting per 8/1 note. Issued LUP 25-005 for house/cabin at 1690 W Lake Drive. Payment received in cash.
- 08-23-2025 Called Tina Sparks and advised that (per Carla Brimm/Twp) she needs to check with Mid Michigan Health Dept in regards to constructing an Outhouse.