

**TOWNSHIP OF CONCORD
121 GROVE STREET
PO BOX 236
CONCORD, MICHIGAN 49237**

(517) 524-6804

August 9, 2021

Concord Township Board Meeting Agenda

- 1) Meeting called to order at 5:30 P.M.
- 2) Pledge of Allegiance
- 3) Minutes for July
- 4) Bills
- 5) Reports
 - a. Treasurer's Report
 - b. Fire Report
 - c. Police Report
 - d. Planning Commission
 - e. Assessing Department Report
- 6) Unfinished Business – None
- 7) New Business
 - a. Federal Procurement Conflict of Interest Policy
- 8) Board Members' Comments
 - a. Bohl
 - b. Clark
 - c. Colburn
 - d. Dishaw
- 9) Supervisor's Comments
- 10) Public Comments



The Concord Township Board met on Monday, August 9, 2021 in the Township Office at 121 Grove Street, Concord, Michigan for a regularly scheduled meeting.

Members present were: Clerk Sheryll Dishaw, Treasurer Judy Clark, Supervisor Al Cavasin, and Trustee Bohl.

Absent: Trustee Guthrie Colburn.

Also present: County Commissioner Earl Poleski, Kilbourn Snow, Ken Wyatt, Bee Davis, Russell Carson, Richard Kline, Bonita Trine and Deputy Jacobson.

Supervisor Al Cavasin called the meeting to order at 5:30 pm.

Pledge of Allegiance was honored led by Supervisor Cavasin.

Minutes from the July meeting were approved by consent.

The monthly bills were presented by in the amount of \$11,444.63 and approved by consent.

Reports:

- Treasurer Clark presented the July Revenue and Expenditure Report. Revenues were \$33,755.08 and expenditures were \$49,065.11. The bank balances were: General Fund-\$233,103.66, Roads-\$37,925.99 and Combined Cemetery-\$43,512.73.
- The Fire Department did not have a meeting in July, so only the June Incident Report was submitted. Total runs were 26 (Township had 6, Village had 4, 1 Mutual Aid, 3 Cancelled Enroute, 7 Public Service Assist, 3 Training, 1 False Call and 1 Hazard/Weather.
- The July Police Blog was presented by Deputy Jacobson, however due to a new computer system the number of runs, etc. was not available. Calls of note: fights and verbal arguments have been occurring at the Sherman Apts.; there was a possible felonious assault in the Village involving a plastic butter knife; minor traffic accidents occurred in the Township; also sweeps were made of the Village and civil citations were issued for ordinance violations.
- Trustee Bohl presented the July 28th Planning Commission report. The Commission held discussion once again on the individual grow houses in the Township that are trying to go into the commercial market. Verbiage concerning grow houses having to have a bond will be brought to the next meeting, which will be August 25th.
- July 8th Assessor's Report was submitted by Ruth Scott which explained about the July Board of Review meeting, the process of splits being approved by December 31st, 2021 and the changes that are happening in the Jackson County Equalization Department.

Reports were approved by consent of the Board.

Old Business: None.

New Business: Motion by Bohl, supported by Clark to adopt the Concord Township Federal Procurement Conflict of Interest Policy, which was necessary as part of the process to apply for the ARAP money. Roll Call Vote: Ayes – Bohl, Dishaw, Cavasin and Clark. Nays: - None. Absent: Colburn. Motion was adopted.

Board Comments:

- Bohl – None.
- Clark – None.
- Dishaw: Questioned County Commissioner Poleski on the problems at the Equalization Department which involves hiring a new Director (applications are being taken until August 15th); the County will continue to honor the contracts with the 8 Townships for assessing services, and the need for an Assessor of Record for the upcoming AMAR review and a county Designated Assessor.

Supervisor Comments: Board members the public were informed of a meeting that is to be held in the Village of Concord's Common Room on Wednesday, August 11th concerning the Falling Waters Trail. Also, the problem of the gravel part of Warner Road washing out.

Public Comments:

- Bee Davis gave a detailed report on the neighbors living in the condemned house next door to her. Discussion was held with Deputy Jacobson about what or if anything can be done.
- Russ Carson asked about the ownership of a cemetery on Hutchisson Road. He was given the same information as before that it is privately owned and the Township doesn't have any control over its condition.
- Richard Kline was present to support Bee Davis.
- Bonita Trine was also present to support Bee Davis and to give Deputy Jacobson information concerning a possible camper along the river.
- Ken Wyatt asked about the new business coming to the corner of M-60 and Allman Road.
- County Commissioner Poleski gave an update on the 2nd treatment of dust control on the gravel roads; that the County will be holding a public meeting for ideas of how to spend the \$32 million that the County is receiving from the ARAP funds; an update on the band at the Fair that had to be replaced due to COVID.

Motioned by Bohl, supported by Clark to adjourn at 6:15 pm. Motion was approved.



Al Cavasin, Supervisor

Date: August 10, 2021



CONCORD BLOTTER JUNE / JULY 2021



Due to computer software issues and a problem with the department's mainframe - plus my absence due to a medical issue - individual numbers for June and July 2021 are not available. Here are calls of note for those the missing time -



County units responded multiple times to 501 Homer Rd. (The Sherman Apts.) for fights and verbal arguments there. The problem stems from the adult son of a tenant who brings his issued with him when he visits. Management is now involved.



A unit responded to an address on S. Main St. in the village for a possible felonious assault involving a plastic butter knife.



County units and the state police worked together on King Rd. to take a subject into custody for a mental health evaluation. He was transported without incident.



There were a handful of minor traffic accidents in the township, including crashes on Albion Rd. near Bath Mills Rd, Warner Rd and King Rd. with 'significant' vehicle damage but no physical injuries to the occupants.



County units responded to mark trees for removal or, if the limbs were small enough, to remove them altogether during several windstorms.



On at least three occasions, units responded to the Swains Lake County Park to assist management in evicting subjects/campers who felt that being belligerent, abusive, loud and drunkenly stupid was included in the cost of camping.



The Concord Unit headed down into Hanover Township to assist in a three car crash that sent two subjects to the hospital for treatment.



Units responded on several occasions to a residence on Warner Rd. in which the homeowner required a personal welfare check. She was transported to HFA on at least one occasion for medical treatment.



I conducted a traffic stop on Homer Rd near the ballfields - and it was an umpire enroute to call one of the games. He was given a verbal warning. However I also threw my cap and kicked dirt on his shoes.



In early July, units were called to an address on Elm Row Rd. in which a resident, after taking possession of a condemned home, attempted to stay in it. This is an ongoing issue.



No one likes being told what to do with their property and/or belongings, however when you live within a village or township - any municipality that has ordinances or regulations - you DO have to keep your property up to code!

Upon my return I made a sweep of the village and issues 6 civil citations for ordinance violations - mostly for blighted properties, junk vehicles or lawn violations.

The township sweep is coming!

Jacksoncounty..123

Concord Township Federal Procurement Conflict of Interest Policy

I. Purpose

The purpose of this policy is to establish conflicts of interest guidelines that meet or exceed the requirements under state law and local policy when procuring goods (apparatus, supplies, materials, and equipment), services, and construction or repair projects paid for in part or whole by federal funds and required under 2 C.F.R. § 200.318(c)(1).

II. Policy

This policy applies when procuring goods (apparatus, supplies, materials, and equipment), services, and construction or repair projects funded in part or whole with federal financial assistance (direct or reimbursed). This policy also applies to any subrecipient of the funds.

The employee responsible for managing the federal financial assistance award shall review the notice of award to identify any additional conflicts of interest prohibitions or requirements associated with the award, and shall notify all employees, officers, and agents, including subrecipients, of the requirements of this policy and any additional prohibitions or requirements.

A. Conflicts of Interest. In addition to the prohibition against self-benefiting from a public contract under Public Act 317 of 1968 and other applicable state law, no officer, employee, or agent of Concord Township may participate directly or indirectly in the selection, award, or administration of a contract supported by a federal award if he or she has a real or apparent conflict of interest. A real or apparent conflict exists when any of the following parties has a financial or other interest in or receives a tangible personal benefit from a firm considered for award of a contract:

1. the employee, officer, or agent involved in the selection, award, or administration of a contract;
2. any member of his or her immediate family;
3. his or her partner; or
4. an organization which employs or is about to employ any of these parties.

Any officer, employee, or agent with an actual, apparent, or potential conflict of interest as defined in this policy shall report the conflict to his or her immediate supervisor. Any such conflict shall be disclosed in writing to the federal award agency or pass-through entity in accordance with applicable Federal awarding agency policy.

B. Gifts. In addition to the prohibition against accepting gifts and favors from vendors and contractors under state law, officers, employees, and agents of Concord Township are prohibited from accepting or soliciting gifts, gratuities, favors, or anything of monetary value from contractors, suppliers, or parties to subcontracts. Items of nominal value valued at less than \$25.00, which fall into one of the following categories may be accepted:

1. promotional items;
2. honorariums for participation in meetings; or
3. meals furnished at banquets

Any officer, employee or agent who knowingly accepts an item of nominal value allowed under this policy shall report the item to his or her immediate supervisor.

III. Violation

Employees violating this policy will be subject to discipline up to and including termination. Contractors violating this policy will result in termination of the contract and may not be eligible for future contract awards.

July 28, 2021

Planning Commission Agenda

- Call to Order, 5:30 pm
- Pledge:
- Recognition of Guests
- Motion and accepted to accept previous Meeting minutes from June 21, 2021 as well as acceptance of agenda
- Item One: Marijuana Regulation in Concord Township
- Item Two: Fire Inspection
- Item Three: Non-Conforming Occupancy
- Member Final Thoughts
- Adjournment

Item One Discussion: According to Consulting firm Concord did not opt out of Medical or Recreational. If we in fact did not opt out and there are places that are producing, what authority do we have to ensure they are practicing under license? Through the MTA you can check on the license but you have to have the name of licensee which we don't have access to.

What we are trying to accomplish isn't total eradication but we want control of location, etc.

Undersheriff is willing to raid where non compliant, has been to Pulaski many times, many people that live there are not happy with the impact in the community.

Community members agree that we want to keep our township safe and as is. As it exists want to capture revenue, no storefronts, etc

Facts:

Care giver has to have 2 years of experience, to be an user you have to have a medical card.

For Medical Marijuana there can be no advertisement.

Questions for Ordinance Modification:

- We would want them to be zoned Commercial or Light Industrial

If we as a planning commission do we want to move forward with an ordinance vs not moving forward

All in favor moving forward with crafting a vote to move forward with creating an ordinance to put controls in place

4 Yes, 1 No

Next Tasks are to draft the new ordinance and then we have to take public comment, then will be adjusted and then sent through for approval. This new ordinance will address limitations and rules for care givers, while it will also address that there is ZERO Tolerance for Recreational/Retail

Also Within Ordinance want to include:

Lot size as 5 acres

Set back needs to be at current regulation or greater

Next step to find one we all like and move forward with next steps.

In regards to question of how do we ensure ordinance is adhered to we can sue them via Civil Suit, Civil infraction fines can be attached to their tax bill and ultimately we can take their property.

If they are going over 400 amp there has to be a township approval and must adhere to inspection. Commercial S3 requires sprinklers as well S2 only requires alarms.

Immediate action to also include Final inspection by fire chief, that can be added to our zoning/building codes now. We can look at examples to draft and have it included.

AI will have the verbiage for the bond w/in the next week.

Next meeting Aug 25 6:00

Motion to change all future meetings to 6:30 after Aug 25 passed.

Motion to adjourn passed at 6:33

JULY 2021 FINANCIALS

| | |
|--------------|---------------------|
| BANK BALANCE | \$33,884.88 |
| MONEY MKT | \$115,615.61 |
| CD - 7113 | <u>\$121,529.16</u> |

| | |
|-----------------|--------------|
| | \$271,029.65 |
| LESS ROAD FUNDS | \$37,925.99 |

| | |
|----------------------|--------------|
| GENERAL FUND BALANCE | \$233,103.66 |
|----------------------|--------------|

CEMETERY FUNDS - RESTRICTED

| | | |
|---------------------------|-------|------------------------|
| COUNTY NATL - CEMETERY FD | 7328 | 4256.42 |
| COUNTY NATL - CHAPEL FD | 8336 | 18331.43 |
| COUNTY NATL - CEMETERY FD | 7664 | 20924.88 |
| COUNTY NATL - CEM FDS | TOTAL | <u><u>43512.73</u></u> |

User: JUDY

DB: Concord

PERIOD ENDING 07/31/2021

| GL NUMBER | DESCRIPTION | 2021-22 | YTD BALANCE | ACTIVITY FOR | AVAILABLE | % BDGT USED |
|---------------------------------|---------------------------------------|----------------|-------------------|---------------------|-------------------|-------------|
| | | AMENDED BUDGET | 07/31/2021 | MONTH 07/31/2021 | BALANCE | |
| | | | NORMAL (ABNORMAL) | INCREASE (DECREASE) | NORMAL (ABNORMAL) | |
| Fund 101 - GENERAL FUND | | | | | | |
| Dept 000 | | | | | | |
| 101-000-402.000 | PROPERTY TAX REVENUE | 70,000.00 | 0.00 | 0.00 | 70,000.00 | 0.00 |
| 101-000-434.000 | TRAILER FEES | 200.00 | 20.00 | 20.00 | 180.00 | 10.00 |
| 101-000-447.000 | ADMINISTRATION FEE | 33,000.00 | 850.81 | 850.81 | 32,149.19 | 2.58 |
| 101-000-451.000 | 1 MILL - ROAD | 80,000.00 | 0.00 | 0.00 | 80,000.00 | 0.00 |
| 101-000-475.000 | BUILDING PERMITS | 13,000.00 | 150.00 | 150.00 | 12,850.00 | 1.15 |
| 101-000-477.000 | CABLE FRANCHISE FEE | 800.00 | 0.00 | 0.00 | 800.00 | 0.00 |
| 101-000-478.000 | LIQUOR FEES | 350.00 | 0.00 | 0.00 | 350.00 | 0.00 |
| 101-000-502.000 | STATE FUNDS | 134,000.00 | 26,161.00 | 26,161.00 | 107,839.00 | 19.52 |
| 101-000-503.000 | STATE ED BILLING FEE | 4,200.00 | 0.00 | 0.00 | 4,200.00 | 0.00 |
| 101-000-573.000 | STABILIZATION FUND (STATE) | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 101-000-629.000 | ZONING AND BOARD OF APPEALS HEARINGS | 0.00 | 350.00 | 350.00 | (350.00) | 100.00 |
| 101-000-630.000 | ELECTIONS | 2,000.00 | 0.00 | 0.00 | 2,000.00 | 0.00 |
| 101-000-631.000 | LAND SPLITS | 500.00 | 110.00 | 110.00 | 390.00 | 22.00 |
| 101-000-657.000 | POLICE FINES | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 101-000-658.000 | ORDINANCE FEES | 250.00 | 0.00 | 0.00 | 250.00 | 0.00 |
| 101-000-665.000 | INTEREST | 1,500.00 | 7.37 | 7.37 | 1,492.63 | 0.49 |
| 101-000-665.001 | SULLIVAN FUND INTEREST | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 101-000-673.000 | POLICE ASSETS SOLD | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 101-000-677.000 | MISCELLANEOUS | 1,000.00 | 100.00 | 100.00 | 900.00 | 10.00 |
| 101-000-678.000 | COMMUNITY PROMOTION PROCEEDS | 2,000.00 | 2,452.30 | 2,452.30 | (452.30) | 122.62 |
| 101-000-691.000 | TO BALANCE BUDGET-USE OF FUND BALANCE | 66,491.00 | 0.00 | 0.00 | 66,491.00 | 0.00 |
| 101-000-693.000 | SALE OF ASSETS | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 101-000-699.151 | CEMETERY | 20,000.00 | 3,553.60 | 3,553.60 | 16,446.40 | 17.77 |
| Net - Dept 000 | | 429,291.00 | 33,755.08 | 33,755.08 | 395,535.92 | |
| Dept 101 - TOWNSHIP BOARD | | | | | | |
| 101-101-704.000 | TOWNSHIP BOARD | 3,120.00 | 260.00 | 260.00 | 2,860.00 | 8.33 |
| 101-101-709.000 | FICA | 194.00 | 16.12 | 16.12 | 177.88 | 8.31 |
| 101-101-711.000 | MEDICARE | 46.00 | 3.76 | 3.76 | 42.24 | 8.17 |
| 101-101-801.000 | ATTORNEY | 3,000.00 | 0.00 | 0.00 | 3,000.00 | 0.00 |
| 101-101-801.001 | AUDIT | 4,800.00 | 0.00 | 0.00 | 4,800.00 | 0.00 |
| 101-101-802.000 | OFFICE LEASE | 7,200.00 | 600.00 | 600.00 | 6,600.00 | 8.33 |
| 101-101-880.000 | COMMUNITY PROMOTION | 2,500.00 | 2,000.00 | 2,000.00 | 500.00 | 80.00 |
| 101-101-900.000 | PRINTING AND PUBLISHING | 1,348.00 | 48.16 | 48.16 | 1,299.84 | 3.57 |
| 101-101-911.000 | CONFERENCES/TRAINING | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 101-101-915.000 | MEMBERSHIPS | 3,500.00 | 1,581.49 | 1,581.49 | 1,918.51 | 45.19 |
| 101-101-933.000 | SOFTWARE MAINTENANCE AGREEMENT | 1,400.00 | 0.00 | 0.00 | 1,400.00 | 0.00 |
| 101-101-935.000 | PROPERTY LIABILITY INSURANCE | 3,500.00 | 3,119.00 | 3,119.00 | 381.00 | 89.11 |
| 101-101-935.100 | WORKERS COMPENSATION INSURANCE | 200.00 | 0.00 | 0.00 | 200.00 | 0.00 |
| 101-101-985.000 | CAPITAL EXPENSES | 10,000.00 | 0.00 | 0.00 | 10,000.00 | 0.00 |
| Net - Dept 101 - TOWNSHIP BOARD | | (40,808.00) | (7,628.53) | (7,628.53) | (33,179.47) | |
| Dept 171 - SUPERVISOR | | | | | | |
| 101-171-703.000 | SUPERVISOR | 10,000.00 | 833.33 | 833.33 | 9,166.67 | 8.33 |
| 101-171-704.011 | DEPUTY SUPERVISOR | 720.00 | 0.00 | 0.00 | 720.00 | 0.00 |
| 101-171-709.000 | FICA | 700.00 | 51.67 | 51.67 | 648.33 | 7.38 |
| 101-171-711.000 | MEDICARE | 200.00 | 12.08 | 12.08 | 187.92 | 6.04 |
| 101-171-752.000 | SUPPLIES | 200.00 | 0.00 | 0.00 | 200.00 | 0.00 |
| 101-171-791.000 | SUBSCRIPTIONS AND PUBLICATIONS | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 101-171-861.000 | MILEAGE REIMBURSEMENT | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 101-171-911.000 | CONFERENCES/TRAINING | 200.00 | 0.00 | 0.00 | 200.00 | 0.00 |
| 101-171-912.000 | MEETINGS | 240.00 | 0.00 | 0.00 | 240.00 | 0.00 |

User: JUDY

DB: Concord

PERIOD ENDING 07/31/2021

| GL NUMBER | DESCRIPTION | 2021-22 | YTD BALANCE | ACTIVITY FOR | AVAILABLE | % BDGT USED |
|----------------------------------|--------------------------------|----------------|-------------------|---------------------|-------------------|-------------|
| | | AMENDED BUDGET | 07/31/2021 | MONTH 07/31/2021 | BALANCE | |
| | | | NORMAL (ABNORMAL) | INCREASE (DECREASE) | NORMAL (ABNORMAL) | |
| Fund 101 - GENERAL FUND | | | | | | |
| 101-171-915.000 | MEMBERSHIPS | 25.00 | 0.00 | 0.00 | 25.00 | 0.00 |
| Net - Dept 171 - SUPERVISOR | | (12,285.00) | (897.08) | (897.08) | (11,387.92) | |
| Dept 215 - CLERK | | | | | | |
| 101-215-703.002 | CLERK | 17,300.00 | 1,441.67 | 1,441.67 | 15,858.33 | 8.33 |
| 101-215-704.002 | DEPUTY CLERK | 2,000.00 | 75.00 | 75.00 | 1,925.00 | 3.75 |
| 101-215-709.000 | FICA | 1,260.00 | 94.04 | 94.04 | 1,165.96 | 7.46 |
| 101-215-711.000 | MEDICARE | 295.00 | 22.00 | 22.00 | 273.00 | 7.46 |
| 101-215-752.000 | SUPPLIES | 205.00 | 0.00 | 0.00 | 205.00 | 0.00 |
| 101-215-791.000 | SUBSCRIPTIONS AND PUBLICATIONS | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 101-215-851.000 | MAIL/POSTAGE | 250.00 | 0.00 | 0.00 | 250.00 | 0.00 |
| 101-215-861.000 | MILEAGE REIMBURSEMENT | 250.00 | 30.58 | 30.58 | 219.42 | 12.23 |
| 101-215-911.000 | CONFERENCES/TRAINING | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 101-215-912.000 | MEETINGS | 300.00 | 35.00 | 35.00 | 265.00 | 11.67 |
| 101-215-915.000 | MEMBERSHIPS | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 101-215-933.000 | SOFTWARE MAINTENANCE AGREEMENT | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| Net - Dept 215 - CLERK | | (21,860.00) | (1,698.29) | (1,698.29) | (20,161.71) | |
| Dept 223 - AUDITOR | | | | | | |
| 101-223-801.001 | AUDIT | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| Net - Dept 223 - AUDITOR | | 0.00 | 0.00 | 0.00 | 0.00 | |
| Dept 247 - BOARD OF REVIEW | | | | | | |
| 101-247-704.008 | BOARD OF REVIEW | 1,900.00 | 250.00 | 250.00 | 1,650.00 | 13.16 |
| 101-247-709.000 | FICA | 118.00 | 15.50 | 15.50 | 102.50 | 13.14 |
| 101-247-711.000 | MEDICARE | 28.00 | 3.63 | 3.63 | 24.37 | 12.96 |
| 101-247-861.000 | MILEAGE REIMBURSEMENT | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 101-247-911.000 | CONFERENCES/TRAINING | 200.00 | 0.00 | 0.00 | 200.00 | 0.00 |
| Net - Dept 247 - BOARD OF REVIEW | | (2,246.00) | (269.13) | (269.13) | (1,976.87) | |
| Dept 253 - TREASURER | | | | | | |
| 101-253-703.003 | TREASURER | 17,300.00 | 1,441.67 | 1,441.67 | 15,858.33 | 8.33 |
| 101-253-704.003 | DEPUTY TREASURER | 500.00 | 0.00 | 0.00 | 500.00 | 0.00 |
| 101-253-709.000 | FICA | 1,150.00 | 89.38 | 89.38 | 1,060.62 | 7.77 |
| 101-253-711.000 | MEDICARE | 270.00 | 20.90 | 20.90 | 249.10 | 7.74 |
| 101-253-752.000 | SUPPLIES | 1,400.00 | 466.00 | 466.00 | 934.00 | 33.29 |
| 101-253-801.000 | SUBSCRIPTIONS AND PUBLICATIONS | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 101-253-851.000 | MAIL/POSTAGE | 1,450.00 | 525.00 | 525.00 | 925.00 | 36.21 |
| 101-253-861.000 | MILEAGE REIMBURSEMENT | 500.00 | 46.48 | 46.48 | 453.52 | 9.30 |
| 101-253-900.000 | PRINTING AND PUBLISHING | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 101-253-911.000 | CONFERENCES/TRAINING | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 101-253-912.000 | MEETINGS | 150.00 | 12.07 | 12.07 | 137.93 | 8.05 |
| 101-253-915.000 | MEMBERSHIPS | 10.00 | 0.00 | 0.00 | 10.00 | 0.00 |
| 101-253-933.000 | SOFTWARE MAINTENANCE AGREEMENT | 800.00 | 0.00 | 0.00 | 800.00 | 0.00 |
| Net - Dept 253 - TREASURER | | (23,530.00) | (2,601.50) | (2,601.50) | (20,928.50) | |
| Dept 257 - ASSESSOR | | | | | | |

User: JUDY

DB: Concord

PERIOD ENDING 07/31/2021

| GL NUMBER | DESCRIPTION | 2021-22 | YTD BALANCE | ACTIVITY FOR | AVAILABLE | % BDGT USED |
|--|--------------------------------|--------------------|-------------------|---------------------|--------------------|-------------|
| | | AMENDED BUDGET | 07/31/2021 | MONTH 07/31/2021 | BALANCE | |
| | | | NORMAL (ABNORMAL) | INCREASE (DECREASE) | NORMAL (ABNORMAL) | |
| Fund 101 - GENERAL FUND | | | | | | |
| 101-257-703.001 | ASSESSOR | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 101-257-704.001 | DEPUTY ASSESSOR | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 101-257-709.000 | FICA | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 101-257-711.000 | MEDICARE | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 101-257-752.000 | SUPPLIES | 2,000.00 | 0.00 | 0.00 | 2,000.00 | 0.00 |
| 101-257-791.000 | SUBSCRIPTIONS AND PUBLICATIONS | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 101-257-807.000 | CONTRACTED | 32,800.00 | 8,000.00 | 8,000.00 | 24,800.00 | 24.39 |
| 101-257-851.000 | MAIL/POSTAGE | 800.00 | 0.00 | 0.00 | 800.00 | 0.00 |
| 101-257-861.000 | MILEAGE REIMBURSEMENT | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 101-257-900.000 | PRINTING AND PUBLISHING | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 101-257-911.000 | CONFERENCES/TRAINING | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 101-257-912.000 | MEETINGS | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 101-257-915.000 | MEMBERSHIPS | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 101-257-933.000 | SOFTWARE MAINTENANCE AGREEMENT | 1,200.00 | 0.00 | 0.00 | 1,200.00 | 0.00 |
| Net - Dept 257 - ASSESSOR | | (36,800.00) | (8,000.00) | (8,000.00) | (28,800.00) | |
| Dept 262 - ELECTIONS | | | | | | |
| 101-262-707.000 | ELECTION WORKERS | 3,500.00 | 0.00 | 0.00 | 3,500.00 | 0.00 |
| 101-262-709.000 | FICA | 190.00 | 0.00 | 0.00 | 190.00 | 0.00 |
| 101-262-711.000 | MEDICARE | 90.00 | 0.00 | 0.00 | 90.00 | 0.00 |
| 101-262-752.000 | SUPPLIES | 1,600.00 | 0.00 | 0.00 | 1,600.00 | 0.00 |
| 101-262-791.000 | SUBSCRIPTIONS AND PUBLICATIONS | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 101-262-851.000 | MAIL/POSTAGE | 1,200.00 | 0.00 | 0.00 | 1,200.00 | 0.00 |
| 101-262-861.000 | MILEAGE REIMBURSEMENT | 120.00 | 0.00 | 0.00 | 120.00 | 0.00 |
| 101-262-900.000 | PRINTING AND PUBLISHING | 150.00 | 0.00 | 0.00 | 150.00 | 0.00 |
| 101-262-911.000 | CONFERENCES/TRAINING | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 101-262-933.000 | SOFTWARE MAINTENANCE AGREEMENT | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 101-262-934.000 | OTHER REPAIRS AND MAINTENANCE | 1,000.00 | 0.00 | 0.00 | 1,000.00 | 0.00 |
| Net - Dept 262 - ELECTIONS | | (7,850.00) | 0.00 | 0.00 | (7,850.00) | |
| Dept 265 - BUILDING & GROUNDS | | | | | | |
| 101-265-704.006 | BUILDING & PLANNING | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 101-265-709.000 | FICA | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 101-265-711.000 | MEDICARE | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 101-265-752.000 | SUPPLIES | 2,000.00 | 54.45 | 54.45 | 1,945.55 | 2.72 |
| 101-265-810.000 | PERMIT EXPENSE | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 101-265-852.000 | INTERNET/PHONE | 2,200.00 | 202.15 | 202.15 | 1,997.85 | 9.19 |
| 101-265-854.000 | SERVER EXPENSES | 1,800.00 | 72.50 | 72.50 | 1,727.50 | 4.03 |
| 101-265-918.000 | UTILITIES | 4,000.00 | 247.03 | 247.03 | 3,752.97 | 6.18 |
| 101-265-934.000 | OTHER REPAIRS AND MAINTENANCE | 600.00 | 0.00 | 0.00 | 600.00 | 0.00 |
| 101-265-985.000 | CAPITAL EXPENSES | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| Net - Dept 265 - BUILDING & GROUNDS | | (10,600.00) | (576.13) | (576.13) | (10,023.87) | |
| Dept 266 - ATTORNEY | | | | | | |
| 101-266-801.000 | ATTORNEY | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| Net - Dept 266 - ATTORNEY | | 0.00 | 0.00 | 0.00 | 0.00 | |
| Dept 268 - PERMITS | | | | | | |
| 101-268-704.010 | EMPLOYEE INSPECTOR | 4,500.00 | 0.00 | 0.00 | 4,500.00 | 0.00 |

PERIOD ENDING 07/31/2021

| GL NUMBER | DESCRIPTION | 2021-22 | YTD BALANCE | ACTIVITY FOR | AVAILABLE | % BDGT USED |
|---------------------------|--------------------------------|----------------|-------------------|---------------------|-------------------|-------------|
| | | AMENDED BUDGET | 07/31/2021 | MONTH 07/31/2021 | BALANCE | |
| | | | NORMAL (ABNORMAL) | INCREASE (DECREASE) | NORMAL (ABNORMAL) | |
| Fund 101 - GENERAL FUND | | | | | | |
| 101-268-709.000 | FICA | 280.00 | 0.00 | 0.00 | 280.00 | 0.00 |
| 101-268-711.000 | MEDICARE | 70.00 | 0.00 | 0.00 | 70.00 | 0.00 |
| 101-268-752.000 | SUPPLIES | 300.00 | 0.00 | 0.00 | 300.00 | 0.00 |
| 101-268-810.000 | CONTRACTED INSPECTORS | 4,000.00 | 480.00 | 480.00 | 3,520.00 | 12.00 |
| Net - Dept 268 - PERMITS | | (9,150.00) | (480.00) | (480.00) | (8,670.00) | |
| Dept 301 - POLICE | | | | | | |
| 101-301-804.000 | POLICE CONTRACTED SERVICES | 42,500.00 | 3,510.50 | 3,510.50 | 38,989.50 | 8.26 |
| Net - Dept 301 - POLICE | | (42,500.00) | (3,510.50) | (3,510.50) | (38,989.50) | |
| Dept 336 - FIRE | | | | | | |
| 101-336-704.004 | FIRE BOARD MEMBER | 1,800.00 | 0.00 | 0.00 | 1,800.00 | 0.00 |
| 101-336-709.000 | FICA | 120.00 | 0.00 | 0.00 | 120.00 | 0.00 |
| 101-336-711.000 | MEDICARE | 30.00 | 0.00 | 0.00 | 30.00 | 0.00 |
| 101-336-807.000 | CONTRACTED | 62,058.00 | 15,514.38 | 15,514.38 | 46,543.62 | 25.00 |
| Net - Dept 336 - FIRE | | (64,008.00) | (15,514.38) | (15,514.38) | (48,493.62) | |
| Dept 446 - ROADS | | | | | | |
| 101-446-806.000 | ROADS | 100,000.00 | 0.00 | 0.00 | 100,000.00 | 0.00 |
| Net - Dept 446 - ROADS | | (100,000.00) | 0.00 | 0.00 | (100,000.00) | |
| Dept 567 - CEMETERY | | | | | | |
| 101-567-704.005 | SEXTON | 2,100.00 | 175.00 | 175.00 | 1,925.00 | 8.33 |
| 101-567-709.000 | FICA | 160.00 | 10.85 | 10.85 | 149.15 | 6.78 |
| 101-567-711.000 | MEDICARE | 40.00 | 2.54 | 2.54 | 37.46 | 6.35 |
| 101-567-752.000 | SUPPLIES | 1,000.00 | 38.99 | 38.99 | 961.01 | 3.90 |
| 101-567-807.000 | CONTRACTED | 32,400.00 | 2,700.00 | 2,700.00 | 29,700.00 | 8.33 |
| 101-567-808.000 | BURIALS | 6,000.00 | 1,150.00 | 1,150.00 | 4,850.00 | 19.17 |
| 101-567-918.000 | UTILITIES | 1,800.00 | 312.58 | 312.58 | 1,487.42 | 17.37 |
| 101-567-933.000 | SOFTWARE MAINTENANCE AGREEMENT | 400.00 | 0.00 | 0.00 | 400.00 | 0.00 |
| 101-567-934.000 | OTHER REPAIRS AND MAINTENANCE | 11,000.00 | 3,069.00 | 3,069.00 | 7,931.00 | 27.90 |
| 101-567-985.000 | CAPITAL EXPENSES | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| Net - Dept 567 - CEMETERY | | (54,900.00) | (7,458.96) | (7,458.96) | (47,441.04) | |
| Dept 701 - PLANNING | | | | | | |
| 101-701-704.009 | PLANNING MEMBERS | 2,000.00 | 400.00 | 400.00 | 1,600.00 | 20.00 |
| 101-701-709.000 | FICA | 124.00 | 24.80 | 24.80 | 99.20 | 20.00 |
| 101-701-711.000 | MEDICARE | 30.00 | 5.81 | 5.81 | 24.19 | 19.37 |
| 101-701-791.000 | SUBSCRIPTIONS AND PUBLICATIONS | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 101-701-851.000 | MAIL/POSTAGE | 100.00 | 0.00 | 0.00 | 100.00 | 0.00 |
| 101-701-861.000 | MILEAGE REIMBURSEMENT | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 101-701-900.000 | PRINTING AND PUBLISHING | 500.00 | 0.00 | 0.00 | 500.00 | 0.00 |
| 101-701-911.000 | CONFERENCES/TRAINING | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| Net - Dept 701 - PLANNING | | (2,754.00) | (430.61) | (430.61) | (2,323.39) | |

User: JUDY

DB: Concord

PERIOD ENDING 07/31/2021

| GL NUMBER | DESCRIPTION | 2021-22 | YTD BALANCE | ACTIVITY FOR | AVAILABLE | % BDGT USED |
|--------------------------------|-------------------------|----------------|-------------------|---------------------|-------------------|-------------|
| | | AMENDED BUDGET | 07/31/2021 | MONTH 07/31/2021 | BALANCE | |
| | | | NORMAL (ABNORMAL) | INCREASE (DECREASE) | NORMAL (ABNORMAL) | |
| Fund 101 - GENERAL FUND | | | | | | |
| Dept 702 - APPEALS BOARD | | | | | | |
| 101-702-704.007 | APPEALS BOARD MEMBERS | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 101-702-709.000 | FICA | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 101-702-711.000 | MEDICARE | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 101-702-851.000 | MAIL/POSTAGE | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 101-702-861.000 | MILEAGE REIMBURSEMENT | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 101-702-900.000 | PRINTING AND PUBLISHING | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 101-702-911.000 | CONFERENCES/TRAINING | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| Net - Dept 702 - APPEALS BOARD | | 0.00 | 0.00 | 0.00 | 0.00 | |
| Fund 101 - GENERAL FUND: | | | | | | |
| TOTAL REVENUES | | 429,291.00 | 33,755.08 | 33,755.08 | 395,535.92 | 7.86 |
| TOTAL EXPENDITURES | | 429,291.00 | 49,065.11 | 49,065.11 | 380,225.89 | 11.43 |
| NET OF REVENUES & EXPENDITURES | | 0.00 | (15,310.03) | (15,310.03) | 15,310.03 | 100.00 |

CONCORD TOWNSHIP
ASSESSOR'S REPORT
July 8th, 2021

July Board of Review is quickly approaching. Board members have been notified of the upcoming July meeting. The July Board of Review will be held on Tuesday July 20th, 2021 @ 3:30pm in person, at Concord Township. A preliminary July Board of Review list was also provided to the Township Treasurer prior to the printing of summer tax bills.

Fieldwork has begun and will continue through the calendar year. Fieldwork notification letters will continue to be mailed out to parcels that have recently been sold in the last year, and newly issued building permits to help us achieve part of the 20% fieldwork requirement for the 2021 fieldwork season.

All incoming splits & combinations approved and received will be processed for 2022 tax roll in the order in which they have been received. Our office has received approval for approved split/combo #'s 2021-01 & 2021-02. **All 2022 approved Splits and combinations are due to the assessing office no later than December 31st, 2021.**

Deeds, PRE's, property transfer affidavits, and agricultural exemptions received have been entered and filed. All State required forms have been submitted timely.

Equalization continues to take calls at the county from residents which have not been addressed on Mondays when staff is at the Township Hall. Please have residents call Equalization's main line at 517-788-4378 in case Ashley, Jessica or myself is not in the office or email at concord@mijackson.org

Lastly, I have had personal conversations with many within the County but wanted to also directly report to you. I have turned in my resignation and will be leaving the County of Jackson as of August 1st, 2021 to start my own contract Assessing & Equalization Company, Sunrise Assessing Services, LLC. I have very much enjoyed my time here at the County and at Concord Township. The people here within the County are exceptional and it is a period of my life that I will always treasure. You all are incredible people as well and I have enjoyed my time as your Assessor & Equalization Director. It has been challenging, rewarding and fulfilling for me. This was not what I had planned, but life and circumstances sometimes throw us a curve. I will do everything I can to see that Concord Township succeeds. Thank you all for your support and kindness to me throughout my years.

If you have any questions or concerns, please feel free to call Jessica Casler or myself.

Stay safe,

Ruth A. Scott, MMAO
Director, Jackson County Equalization

Concord Fire Department
Incident Summary Listing

June 2021

| <u>No.</u> | <u>Date</u> | <u>Time</u> | <u>Type of Run</u> | <u>Address</u> | <u>Municipality</u> | <u>Amount</u> |
|------------|-------------|-------------|---------------------------|----------------------|---------------------|---------------|
| R21-124 | 6/1/2020 | 1406 | Assist JCA | 717 Bath Mills Rd | Twp | \$45.00 |
| F21-125 | 6/4/2021 | 1648 | Cancelled Enroute | 9027 Watson Rd | Pulaski Twp | \$75.00 |
| F21-126 | 6/5/2021 | 1554 | Mutual Aid | 10004 Roundtree Rd | Hanover Twp | \$150.00 |
| R21-127 | 6/6/2021 | 843 | Assist JCA | 501 Homer Rd Apt 7 | Village | \$135.00 |
| TRAIN | 6/7/2021 | 1900 | Training | 428 Homer Rd | Twp/ Village | \$332.00 |
| F21-128 | 6/10/2021 | 1751 | Cancelled Enroute | 6203 McCain Rd | Spring Arbor Twp | \$195.00 |
| R21-129 | 6/11/2021 | 207 | Assist JCA | 3620 French Rd | Twp | \$45.00 |
| F21-130 | 6/12/2021 | 928 | Remove Hazard | Falling Waters Trail | Village | \$105.00 |
| R21-131 | 6/15/2021 | 955 | False Call | 10600 Warner RD | Twp | \$45.00 |
| R21-132 | 6/15/2021 | 1121 | Emergency Medical | 10600 Warner RD | Twp | \$30.00 |
| R21-133 | 6/15/2021 | 2029 | Emergency Medical | 10600 Warner RD | Twp | \$150.00 |
| F21-134 | 6/16/2021 | 737 | Assist PD/ Lock out | 10600 Warner RD | Twp | \$45.00 |
| R21-135 | 6/16/2021 | 2244 | Assist JCA | 312 Monroe St | Village | \$90.00 |
| F21-136 | 6/17/2021 | 821 | Poss. Ordinance Violation | 13428 Cornell Rd | Twp | \$90.00 |
| F21-137 | 6/18/2021 | 925 | PDA | 132 N Main St | Village | \$68.00 |
| R21-138 | 6/19/2021 | 102 | Emergency Medical | 10600 Warner RD | Twp | \$90.00 |
| R21-139 | 6/20/2021 | 344 | Cancelled Enroute | 11723 King Rd | Twp | \$75.00 |
| R21-140 | 6/20/2021 | 1044 | Emergency Medical | 10600 King Rd | Twp | \$105.00 |
| TRAIN | 6/20/2021 | 900 | Training | 428 Homer Rd | Twp/ Village | \$300.00 |
| R21-141 | 6/23/2021 | 1338 | Emergency Medical | 125 Hanover St | Village | \$30.00 |
| R21-142 | 6/25/2021 | 736 | Assist JCA | 14125 Behling Rd | Twp | \$30.00 |
| R21-143 | 6/25/2021 | 1304 | Emergency Medical | 210 E Jackson Rd | Village | \$45.00 |
| F21-144 | 6/25/2021 | 1727 | PI Accident | Main & E Jackson | Village | \$150.00 |
| TRAIN | 6/25/2021 | 1800 | Training /Classic Weekend | 428 Homer Rd | Twp/ Village | \$360.00 |
| R21-145 | 6/26/2021 | 2022 | Emergency Medical | 13404 Cornell Rd | Twp | \$225.00 |
| R21-146 | 6/27/2021 | 1909 | Assist JCA | 1012 N Concord Rd | Twp | \$120.00 |

| | |
|--------------------|-------------------|
| Village Total Cost | \$623.00 |
| TWP Total Cost | \$1,095.00 |
| Twp/ Village | \$992.00 |
| Mutual Aid | \$420.00 |
| Total | \$3,130.00 |

5 Twp Medicals
2 Village Medicals
0 Vehicle Accidents(Twp.)
2 Vehicle Accidents(Village.)
0 Village Fire calls
7 Public Service Assist- JCA—PD
1 Twp Fire calls
1 Mutual Aids
3 Cancelled Enroute
3 Training
1 False Call
1 Hazard/ Weather
26

| AUGUST 2021 | | |
|------------------------------|---|--------------------|
| VENDOR | DESCRIPTION | AMOUNT |
| BS&A SOFTWARE | ANNUAL MAINTENANCE FEE FOR CEMETERY & ASSESSING | \$1,230.00 |
| BUTTERS EXCAVATING | MONTHLY FEE/BURIALS/FOUNDATIONS/TRASH | \$4,530.00 |
| CONSUMERS ENERGY | JULY OFFICE USAGE | \$180.09 |
| CONSUMERS ENERGY | JULY CEMETERY USAGE | \$33.58 |
| CREDIT CARD | POSTAGE FOR LARGE ENVELOPES FOR TAXES | \$36.80 |
| FAHEY SCHULTZ BURZYCH RHODES | TELEPHONE CONFERENCES FOR ORDINANCES & ZONING | \$450.00 |
| GREENSTONE FARM CREDIT | AUGUST 2021 RENT | \$600.00 |
| H. THOMAS ELECTRIC | JULY ELECTRIC INSPECTIONS | \$180.00 |
| JACKSON COUNTY TREASURER | JULY POLICE SERVICES | \$3,510.50 |
| JUDY CLARK | MILEAGE AND MEETING REIMBURSEMENT | \$71.71 |
| LESTER BROTHERS | JULY PORTABLE TOILET FOR CEMETERY | \$75.00 |
| PRINTER SOURCE PLUS | JULY MAINTENANCE AGREEMENT | \$22.39 |
| SELECTIVE DATA SERVICES | ANTIVIRUS PROTECTION FOR MONTH | \$30.00 |
| SHERYLL DISHAW | MILEAGE AND MEETING REIMBURSEMENT/TWO SPLITS | \$89.34 |
| SPECTRUM PRINTERS | MASTER AND ID CARDS | \$59.23 |
| THE SALESMAN INC | 2ND AD FOR BUDGET HEARING | \$33.80 |
| VILLAGE OF CONCORD | JULY CEMETERY USAGE | \$53.70 |
| VILLAGE OF CONCORD | JULY OFFICE USAGE | \$88.47 |
| WOW | INTERNET & PHONE CHARGES | \$170.02 |
| | | |
| | TOTAL | \$11,444.63 |