

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

**(517) 524-6804**

December 12, 2021

**Concord Township Board Meeting Agenda**

- 1) Meeting called to order at 5:30 P.M.
- 2) Pledge of Allegiance
- 3) Minutes for November
- 4) Bills
- 5) Reports
  - a. Treasurer's Report
  - b. Fire Report
  - c. Police Report
  - d. Planning Commission Report
  - e. Assessing Department Report
- 6) Unfinished Business – None
- 7) New Business
  - a. 2022 Fire Budget
  - b. Appointment of New Clerk effective Jan.3<sup>rd</sup>.
  - c. Recommendation of amending Zoning Ordinance
  - d. Eccleton's request for temporary RV on property
- 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, December 13, 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, Trustee Colburn and Trustee Bohl.

Also present: County Commissioner Earl Poleski, Richard Kline, Russell Carson, Ken Wyatt, Terri Butts, Kip Snow, Jeff and Jemi Eccleton, and Deputy Larry Jacobson.

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

Pledge of Allegiance was honored led by Trustee Colburn.

Minutes from the November meeting were approved by consent.

The monthly bills were presented in the amount of \$13,169.23 and approved by Consent.

Reports:

- Treasurer Clark presented the November Revenue and Expenditure Report. Revenues were \$90,699.86 and expenditures were \$22,864.39. The bank balances were: General Fund-\$228,210.17, Roads-\$37,925.99 and Combined Cemetery-\$43,601.97. The ARPA monies of \$87,034.00 have been invested in Michigan Class.
- Trustee Colburn gave the November Fire Department Report. October runs were 17 (9 in the Township, 2 in the Village, 2 Mutual Aid, and 4 Training. Bills for the month including payroll were \$21,631.16. Stabilization fund balance was \$46,076.50 at the end of November. Engine 1 has now been delivered. The 2022 budget was approved and scheduled to be presented to the Township and Village at their December meetings. The Chiefs Association is going after an AFG grant for equipment.
- Deputy Jacobson presented the November Police Blog. Total Dispatches were: 60 (16 in the Village, 32 in the Township and 12 Out of Area/Backup. Calls of Note: Assisted with a suicidal subject; assisted with traffic detail involved moving an entire house; possible stolen motorcycle that turned out not to be stolen; a sexual assault case; a domestic incident and two bales of hay that were dropped off at a property containing animals without owners' knowledge that turned out to be a random act of kindness.
- Trustee Bohl presented the December 8th Planning Commission report. The Commission held a public hearing to discuss amending the zoning ordinance. Motion was passed to recommend to the township board to amend the zoning ordinance to allow landscaping businesses in the Agricultural District as a special use.

Reports were approved by consent of the Board.

Old Business: None.

New Business:

- Trustee Colburn presented the 2022 Fire Budget in the amount of \$124,115, with the Township's share being \$62,057.50. Motioned by Dishaw, supported by Bohl to adopt the 2022 Fire Budget as presented. Roll Call Vote: Ayes – Bohl, Dishaw, Cavasin, Clark and Colburn. Nays – None. Motion was approved.
- Clerk Dishaw submitted her formal letter of resignation effect January 3, 2022. Motioned by Colburn, supported by Bohl to appoint Deputy Clerk Terri Butts as the new Township Clerk effective January 3, 2022.
- Motioned by Dishaw, supported by Colburn to amend the Special Use Provisions of the permitted uses under the Agricultural Zoning Ordinance (#154.037/C) and Add (-31) language to the effect: Lawn Care, Landscaping, Lawn Mowing, Gardening, Floriculture, Ground Keeping and similar occupations subject to terms and conditions as defined in the Special Use Permit. Roll Call Vote: Ayes: Colburn, Clark, Cavasin, Dishaw and Bohl. Nays – None. Motion was approved.
- Brief discussion was held on email received from Mr. and Mrs. Eccleton asking permission to have a RV on their property for their daughter's living space for approximately 30 – 40 days. Mr. and Mrs. Eccleton explained that their request is no longer needed, as their daughter will have a permanent living arrangements by December 20<sup>th</sup>.

#### Board Comments:

- Colburn – Stated he has been doing some research where ARAP funds might be able to be used.
- Clark – Taxes are coming in at a steady rate.
- Bohl – Wished everyone present a Safe and Happy Holiday.
- Dishaw – None.

#### Supervisor Comments:

- Presented the Agreement for Prosecution Services for \$1500.00 per year that was approved at the November meeting as long as it was less than \$2000.00. Still waiting for the Jackson County Commissioners to approve it at their next meeting.
- Presented his letter of resignation effective February 25, 2022. He is currently interviewing potential replacements.

#### Public Comments:

- County Commissioner Poleski updated the Board on the County Commissioners' activities: 76 foreclosed properties have been sold of the 77 foreclosed on by County Treasurer; explained that Jackson College is a not for profit school and under state statute is still considered a community college, that is why they still receive tax money. Commissioner Poleski was asked if any of

the County's ARAP money can be used for bridge and roads, he stated it can but doesn't know of any specific projects as of yet.

- Kline asked what the limitation on condemned houses is.
- Carson asked what can be done about Jake brakes on semis.
- Ken Wyatt asked about the joint board of review with Parma Township.
- The Eccleton's thanked the board for reviewing their requests.

Motioned by Bohl, supported by Clark to adjourn at 6:20 pm. Motion was approved.



Al Cavasin, Supervisor

Date: December 15, 2021

**FINANCIALS FOR NOVEMBER 30, 2021**

BANK BALANCE \$28,909.13  
 MONEY MKT \$115,636.61  
 CD - 7113 \$121,590.42

ARPA INVESTMENT  
 MICHIGAN CLASS \$87,034.00

LESS ROAD FUNDS \$266,136.16  
 GENERAL FUND BALANCE \$37,925.99  
\$228,210.17

CEMETERY FUNDS - RESTRICTED

COUNTY NATL - CEMETERY FD 7328 \$4,320.60  
 COUNTY NATL - CHAPEL FD 8336 \$18,340.67  
 COUNTY NATL - CEMETERY FD 7664 \$20,940.70

COUNTY NATL - CEM FDS TOTAL \$43,601.97

<b>DECEMBER 2021</b>		
<b>VENDOR</b>	<b>DESCRIPTION</b>	<b>AMOUNT</b>
ACCUSHRED	QUARTERLY SHREDDING	\$58.00
ALLEGRA	TAX BILL AND ENVELOPES (PAPER)	\$400.00
BASORE INSPECTIONS LLC	NOVEMBER INSPECTIONS	\$240.00
BRIGHAM HARDWARE	BULBS AND EXTENTIONS CORDS	\$128.75
BUTTERS EXCAVATING	BURIALS/TRASH/MILLINGS/TREE TRIMMING/MONTHLY FEE	\$3,800.00
CONSUMERS ENERGY	NOVEMBER USAGE FOR OFFICE	\$140.14
CONSUMERS ENERGY	NOVEMBER USAGE FOR CEMETERY	\$35.30
CREDIT CARD	PURCHASES - STAMPS FOR TAXES	\$464.00
DBI	ENVELOPES	\$97.74
GREENSTONE FARM CREDIT	DECEMBER RENT	\$600.00
JACKSON COUNTY TREASURER	NOVEMBER POLICE SERVICES	\$3,510.50
JUDY CLARK	NOVEMBER REIMBURSMENT	\$21.00
LESTER BROTHERS	PORTABLE TOILET RENTAL	\$75.00
LIBERTY ENVIRONMENTALISTS	ROLL OFF CONTAINER FOR CEMETERY	\$255.00
RED LETTER PRODUCTIONS	ANTIVIRUS PROTECTION	\$57.00
SEMCO ENERGY	NOVEMBER USAGE	\$80.84
SHERYLL DISHAW	NOVEMBER REIMBURSMENT	\$75.00
SUNRISE ASSESSING SERVICES	DECEMBER SERVICES	\$2,670.00
THE SALESMAN INC	AD FOR BOARD OF TRUSTEES, TOWNSHIP SUPERVISOR, PUBLIC HEARING	\$138.16
THE WATER STORE INC	DECEMBER WATER COOLER	\$12.25
VILLAGE OF CONCORD	DECEMBER USAGE FOR OFFICE	\$87.72
VILLAGE OF CONCORD	DECEMBER USAGE FOR CEMETERY	\$53.13
WOW	DECEMBER INTERNET & PHONE CHARGES	\$169.70
	<b>TOTAL</b>	<b>\$13,169.23</b>

8 December 2021

1. Meeting called to Order 6:30
2. Everyone stood for the Pledge of Allegiance
3. Members present: Kilbourn Snow, Brian Kessman and Kevin Bohl. Kristina Coppernoll Mandrelle (Max Clark absent)
4. Approval of Agenda. Approved by Consent
5. Approval of September minutes. Approved by Consent
6. Recognition of guests: Al Cavasin, Jeff and Jemi Eccleton
7. Kilbourn provided to all parties the Memorandum of research completed and overview of the Eccleton situation.
  1. Information and concerns of setting prescedent
  2. They accept any special use case we may consider being put on them
  3. They do not anticipate any more growth with trucks (6) and trailer.
  4. Not advertising, largest contract is with City of Jackson
  5. Why didn't you inquire on zoning previously - Assumed that the realtor would advise if it wasn't allowable since they were aware of the scenario
  6. Al Cavasin took the floor to state that it isn't an issue of special use, they are asking us to make a change to the to the Agricultural zoning to be a special use within that so that it can be revisited yearly and so on depending on what rules we set with it. The Agricultural allows a long list of allowable practices that are less desirable than those listed.
  7. We can set the rules and that we revisit in a year that if they are not in compliance there will be able to follow the civil infraction process.
  8. The decision to make, do we recommend to amend the agriculture to allow for landscaping for a special use
  9. The motion was passed to allow the special use, this will be voted on Monday by the Board.
  10. Motion to adjourn at 7:18



# CONCORD BLOTTER



Jackson County Office of the Sheriff – Concord Detachment Monthly Report

*NOVEMBER 2021*

**PATROL DAYS IN NOVEMBER: 21**

**PATROL HOURS WORKED : 168**

<b>TOTAL DISPATCHES:</b>	<b>60</b>
<b>Concord TOWNSHIP:</b>	<b>32</b>
<b>Concord VILLAGE:</b>	<b>16</b>
<b>Calls Out of Area or as Back-up</b>	<b>12</b>

	<i>Village</i>	<i>Township</i>	<i>TOTAL</i>
<b>Calls for Service</b>	<b>16</b>	<b>32</b>	<b>48</b>
<b>Through 911 Dispatch</b>	<b>4</b>	<b>18</b>	<b>22</b>
<b>Thru Local Means</b>	<b>8</b>	<b>9</b>	<b>17</b>
<b>On Patrol</b>	<b>4</b>	<b>5</b>	<b>9</b>
<b>Traffic Stops</b>	<b>9</b>	<b>12</b>	<b>21</b>
<b>Citations</b>	<b>1</b>	<b>2</b>	<b>3</b>
<b>Verbal Warnings</b>	<b>7</b>	<b>8</b>	<b>15</b>
<b>Motorist Assists</b>	<b>1</b>	<b>2</b>	<b>3</b>
<b>FULL Reports</b>	<b>1</b>	<b>3</b>	<b>4</b>
<b>Supplement Reports</b>	<b>1</b>	<b>1</b>	<b>2</b>
<b>CHARGE Packages</b>	<b>1</b>	<b>0</b>	<b>1</b>
<i>Add Narratives'</i>	<b>12</b>	<b>15</b>	<b>27</b>
<b>Full Custody Arrests</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>Citation Arrests</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>Warrant/Admin Arrests</b>	<b>3</b>	<b>0</b>	<b>3</b>
<b>CIVIL CITATIONS</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>Charges AUTHORIZED</b>	<b>1</b>	<b>0</b>	<b>1</b>
<b>Charges DECLINED</b>	<b>0</b>	<b>1</b>	<b>1</b>
<b>Prop. &amp; Vacation checks</b>	<b>11</b>	<b>21</b>	<b>32</b>
<b>PARKING TICKETS</b>	<b>0</b>	<b>---</b>	<b>0</b>
<b>COURT Appearances</b>	<b>0</b>	<b>0</b>	<b>0</b>



<i>Type of complaints</i>	<i>Village</i>	<i>Twp.</i>	<i>TOTAL</i>
Larceny Complaints	0	0	0
Simple Assaults	1	0	1
Fraud / I.D Theft Complaints	0	1	1
Verbal Arguments	1	0	1
Domestic Situations	0	0	0
MDOP Complaints	0	0	0
Traffic Crashes	1	2	3
Animal Complaints (Conservation)	1	3	4
Child Custody / CPS Complaints	0	1	1
Trouble w/ subjects / Harassment	1	3	4
Traffic Issues (Trees, lines)	0	0	0
Illegal Dumping Complaints	1	0	1
Trespassing Issues	0	0	0
Alarms	0	0	0
Drug Complaints	0	0	0
Suspicious Situations (BOL's)	1	3	4
Mental Evaluations / Assists (Fire)	0	2	2
B&E (Burglary)	0	0	0
Personal Welfare Checks	1	2	3
Peace Officer / Neighbor Disputes	2	8	10
Lost/Found Property	0	0	0
Tagged vehicles (48 hrs to tow)	1	2	3
VIN Inspections	0	0	0
Natural Deaths	0	0	0
Computer Crimes & Scams	0	0	0
Noise Complaints	0	0	0
Landlord / Tenant Disputes	0	0	0
Ordinance Complaints (NEW)	2	0	2
Runaway Juveniles	0	0	0
Threats	0	0	0
Weapons Complaints	0	0	0
Property Checks w/ inc. numbers	3	5	8
Stolen Vehicles (UDAA's)	0	0	0
Sexual oriented crimes	0	0	0



**OFF DUTY POLICE RELATED SITUATIONS HANDLED**

**4 in the village and 7 in the township – 11 TOTAL**

(( No incident numbers are drawn for these )))

**CALLS OF NOTE**



11/4 – I assisted multiple units on a suicidal subject on the west side of the county. The subject was allegedly carrying a firearm and making statements that he was going to commit 'suicide by cop.' When finally located – and confronted with how that fate actually works – he relented and was taken peacefully to the hospital for treatment.



11/11 – I assisted with a traffic detail that involved a company literally moving an entire house from its' original location in Spring Arbor to a plot on Hammond Rd.



11/12 – A subject called from North Dakota to report his motorcycle had been stolen from an address on Sears Rd. and that he knew who the thief was. When I spoke with the 'suspect,' he said this: 'That guy's a total moron. The damn bike is in my shed. I put it there so it wouldn't get damaged from the winter weather.' Indeed, the motorcycle was inside the shed. In this case, the title of 'moron' was warranted.



11/13 – I assisted CPS with a sexual assault case involving a minor child on M-60 in the township. The incident, upon further investigation, was deemed to have taken place in Calhoun County and the case was turned over to them. I will provide assistance, if needed, going forward.



11/14 – I handled a domestic incident that took place on Erie Rd. in the township.



11/16 – A family called 911 to report that someone had dropped off two bales of hay on their property without permission and they suspected the hay may have been tampered with. I was able to recognize the 'suspects' on surveillance video and connect with them. They had dropped the hay off because they had extra and noticed the residents there had animals. It was literally a random act of kindness and good well.



11/18 – I handled an assault report at the high school in which one female student attacked another. The incident was captured on video via someone's phone and I simply forwarded that file to the prosecutor's office who quickly approved assault charges on the aggressor.



11/19 – Several 911 calls were taken involving a female subject running into traffic on M-60 at Warner Rd. and screaming that her phone and power were out. After a brief exchange with the subject – who conked me on the knee with a ceramic coffee mug – she was taken into custody and transported to the hospital for medical treatment. Yes, my knee was fine.



11/22 – I assisted on a traffic crash on Moscow Rd. @ Buckman Rd. in which two subjects were critically injured.



11/23 – Multiple citizens reached out regarding the wayward township resident (light haired female) who seemingly wanders around all day. And yes, that IS what she does! However, she has been identified, offered help and dealt with on numerous occasions. There isn't anything additional that can be done at this point. If someone wants to 'know her story,' simply ask her – she'll tell you.

### **TALES FROM THE RADAR GUN**

*A young female was doing 49mph on Hanover St. (25 zone) and, when stopped, said 'it's a 45 zone.' I told her 'no, it's 25 in the village.' She responded that I was wrong and it was 45. Eventually she stated her GPS TOLD her it was 45 and that her GPS overrode the posted speed limit. When I said 'that's not how it works,' she said: 'Well, it should.'*

*She was cited for speeding.*



**Deputy Larry Jacobson / Badge# 5606 – Concord Detachment**

## Concord Fire Board Minutes – November 17, 2021

Board Members Present: Meeks, Norris, Colburn, Lauer & Clark

Board Members Absent: None

Other Present: None

The Fire Board Meeting was held on November 17, 2021. Meeting was called to order at 6:00 pm. The Pledge of Allegiance was honored, a quorum declared and agenda approved. Minutes for the October 2021 meeting were approved. Colburn made a motion to approve the minutes. Lauer supported. Motion carried.

Chief's Agenda for November 2021:

Review of runs for the month of October 2021: 17 Runs (9 Township, 2 Village, 2 Mutual Aid & 4 training) with a payroll of \$1,810.00

Review of bills for October 2021

Salaries – Fire Fighters – 6585.00

Salaries – Officers – 3060.00

Salaries – Training – 1090.00

Social Security – 821.22

Internet/phone – 86.17

Electric – 76.16

Natural Gas – 32.86

Water/Sewer/Garbage – 121.24

Building Maintenance – 7,552.83

Equipment Repairs & Maintenance – 310.00

Miscellaneous – 85.68

**Total Bills Paid: \$19,821.16**

Fire Stabilization report showed \$47698.29 at the end of October 2021.

Old Business:

Engine 1 is scheduled to be delivered on Thursday, November 18, 2021 at 10:00 am.

Old engine 1 is to be sold. Chief will have a price in December to ask for the truck.

New Business:

Lloyd presented the 2022 budget for the Village and Township to approve at their December meetings. The Chiefs Association is going after a AFG Grant for equipment. Concord Township will be asking for 20 sets of gear and the Fire Department will have a 5% match.

Board Comment:

None

Next meeting is to be held on December 15 2021, at 6:00 pm.

Clark made a motion to adjourn. Colburn supported. Motion carried. Meeting adjourned at 7:15 pm.

Submitted by:

Judy Clark, Secretary

**CONCORD FIRE DEPARTMENT**  
5 YEAR PROPOSED BUDGET

			2011	2012	2013	2014	2015	2016	2017
			BUDGET	BUDGET	BUDGET	BUDGET	BUDGET	BUDGET	BUDGET
<b>REVENUES</b>									
FROM VILLAGE AND TOWNSHIP			102680	105930	110680	113820	118610	120800	123215
INTEREST INCOME			2000	2000	2000	2000	2000	2000	2000
<b>TOTAL REVENUES</b>			104680	107930	112680	115830	120610	122800	125215
<b>EXPENSES</b>									
SALARIES- FIREFIGHTERS			17500	17500	18500	18500	19500	19500	20500
SALARIES- OFFICERS			8500	8500	9000	9000	9500	9500	10000
SALARIES- TRAINING			8000	8000	8500	8500	9000	9000	9500
SALARIES- FIRE BOARD			780	780	820	820	820	850	850
SOCIAL SECURITY			2500	2500	2700	2700	2700	2700	2700
OFFICE SUPPLIES			150	150	200	200	200	200	200
OPERATING SUPPLIES			3500	3500	4000	4000	4500	4500	4500
MATERIALS TRAINING			700	700	800	800	800	800	800
MEDICAL SUPPLIES			1000	1000	1000	1100	1200	1200	1200
VEHICLE SUPPLIES- FUEL			3000	3200	3200	3500	3500	3800	3800
AUDIT			500	700	700	700	700	700	700
INSURANCE-BLDGS			250	250	280	280	300	300	300
INSURANCE- AUTO & LIAB			2900	3000	3100	3200	3300	3300	3300
INSURANCE- WORKMENS COMP.			1000	1100	1100	1200	1200	1200	1200
DUES & TRAINING			3000	3100	3200	3200	3300	3400	3400
PHYSICAL & DRUG TESTING			1000	1000	1000	1000	1000	1000	1000
TELEPHONE			700	700	730	730	740	740	740
INTERNET			400	400	450	450	450	460	460
ELECTRICITY			1600	1650	1700	1750	1800	1850	1900
HEAT			2800	3000	3200	3400	3500	3600	3600
WATER & SEWER			1400	1450	1500	1550	1600	1650	1700
VEHICLE MAINT			4000	4500	5000	5500	6000	6500	6500
EQUIPMENT MAINT			7500	8000	8000	8500	8500	9000	9265
BULDING MAINTENACE			1000	1250	1500	1750	1800	1850	1900
MISOHA REQUIREMENTS			1000	1000	1500	1500	2000	2000	2000
MISCELLANEOUS			1000	1000	1000	1000	1200	1200	1200
<b>TOTAL OPERATING EXPENSE</b>			75680	77930	82680	84830	89110	90800	93215
OPERATING CAPITAL EXPENDITURES			14000	15000	15000	16000	16000	17000	17000
ADDITION TO STABILIZATION			15000	15000	15000	15000	15000	15000	15000
REV.B									
10/12/2011	<b>TOTAL EXPENSE</b>		104680	107930	112680	115830	120110	122800	125215
YEAR END STABILIZATION FUND			25000	40000	55000	70000	85000	100000	115000

## 5 yr Proposed Budget

	2014	2015	2016	2017	2018	2019
	<b>BUDGET</b>	<b>BUDGET</b>	<b>BUDGET</b>	<b>BUDGET</b>	<b>BUDGET</b>	<b>BUDGET</b>
<b>REVENUES</b>						
FROM VILLAGE AND TOWNSHIP	113820	118610	120800	123215	125680	127980
INTEREST INCOME	2000	2000	2000	2000	2000	2000
<b>TOTAL REVENUES</b>	<b>115830</b>	<b>120610</b>	<b>122800</b>	<b>125215</b>	<b>127680</b>	<b>129980</b>
<b>EXPENSES</b>						
SALARIES- FIREFIGHTERS	18500	20000	20000	20500	22000	22000
SALARIES- OFFICERS	9000	9500	9500	10000	10500	10500
SALARIES- TRAINING	8500	9000	9000	9500	10000	10000
SALARIES- FIRE BOARD	820	820	850	850	850	850
SOCIAL SECURITY	2700	2700	2700	2700	3165	3165
OPERATING SUPPLIES	4200	4700	4700	4700	4700	4700
MATERIALS TRAINING	800	800	800	800	800	800
MEDICAL SUPPLIES	1100	1200	1200	1200	1200	1200
VEHICLE SUPPLIES- FUEL	3500	3500	3800	3800	3800	3800
AUDIT	700	700	700	700	700	700
INSURANCE-BLDGS	280	300	300	300	300	300
INSURANCE- AUTO & LIAB	3200	3300	3300	3300	3300	3300
WORKMENS COMP.	1200	1200	1200	1200	1450	1450
DUES & TRAINING	3200	3300	3400	3400	3650	3650
HEALTH SERVICES	1000	1000	1000	1000	1000	1500
TELEPHONE	730	740	740	740	740	740
INTERNET	450	450	460	460	460	460
ELECTRIC	1750	1800	1850	1900	1900	2000
NATURAL GAS	3400	3500	3600	3600	3600	3700
WATER/SEWER/GARBAGE	1550	1600	1650	1700	1700	1800
REPAIRS AND MAINTENANCE	5500	6000	6500	6500	6500	7500
EQUIPMENT MAINTENANCE	8500	8500	9000	9265	9265	9265
BUILDING MAINTENANCE	1750	1800	2350	2900	1900	2200
MISCELLANEOUS	1000	1200	1200	1200	1200	1400
MIOSHA REQUIREMENTS	1500	2000	2000	2000	2000	2000
CAPITAL EXPENSE	10000	10000	10000	10000	10000	10000
CAPITAL EXPENSE-TRUCK	21000	21000	21000	21000	21000	21000
<b>TOTAL OPERATING EXPENSE</b>	<b>115830</b>	<b>120610</b>	<b>122800</b>	<b>125215</b>	<b>127680</b>	<b>129980</b>

**Previous Proposal**

# Concord Fire

## 2022 Proposed Budget

REVENUES	VILLAGE	62057.5
	TOWNSHIP	62057.5
	TOTAL REVENUE	124115
EXPENSES		
206-336-704.000	SALARIES- FIREFIGHTERS	27250
206-336-706.000	SALARIES- OFFICERS	11500
206-336-707.000	SALARIES- TRAINING	7000
206-336-710.000	SOCIAL SECURITY	3515
206-336-727.000	OFFICE SUPPLIES	700
206-336-728.000	OPERATING SUPPLIES	950
206-336-730.000	MATERIALS TRAINING	500
206-336-731.000	MEDICAL SUPPLIES	300
206-336-732.000	VEHICLE SUPPLIES- FUEL	2000
206-336-801.000	AUDIT	200
206-336-804.000	INSURANCE-BLDGS	350
206-336-805.000	INSURANCE- AUTO & LIAB	3900
206-336-806.000	WORKMENS COMP.	2600
206-336-808.000	DUES & TRAINING	5000
206-336-835.000	HEALTH SERVICES	500
206-336-855.000	INTERNET	1000
206-336-920.000	ELECTRIC	1300
206-336-921.000	NATURAL GAS	1500
206-336-922.000	WATER/SEWER/GARBAGE	1400
206-336-925.000	BIULDING MAINTENANCE	5000
206-336-930.000	REPAIRS AND MAINTENANCE	0
206-336-931.000	EQUIPMENT MAINTENANCE	5500
206-336-955.000	MISCELLANEOUS	250
206-336-965.000	MIOSHA REQUIREMENTS	500
206-336-970.000	CAPITAL EXPENSE	10000
206-336-971.000	LOAN PRINCIPLE	0
206-336-971.100	APPARATUS FUND	31400
206-336-995.000	INTEREST ON LOAN	0
	TOTAL OPERATING EXPENSE	124115

Concord Fire Department  
Incident Summary Listing

*October*  
~~September~~ 2021

<u>No.</u>	<u>Date</u>	<u>Time</u>	<u>Type of Run</u>	<u>Address</u>	<u>Municipality</u>	<u>Amount</u>
R21-217	10/1/21	1238	Emergency Medical	12133 Spring Arbor Rd	Twp	\$45.00
F21-218	10/4/21	1746	Cancelled Enroute	4945 Parsons Rd	Twp	\$120.00
TRAIN	10/4/21	800	Training	428 Homer RD	Twp/ Village	\$260.00
R21-219	10/5/21	355	Emergency Medical	2950 N. Concord Rd.	Twp	\$75.00
R21-220	10/6/21	648	Emergency Medical	514 Hanover St.	Village	\$45.00
R21-221	10/6/21	1736	Emergency Medical	13143 Spring Arbor Rd.	Twp	\$60.00
R21-222	10/12/21	1049	Mutual Aid- Emergency Medical	13131 Folks	Pulaski Twp	\$75.00
TRAIN	10/15/21	1830	Training	Parma Fire	Twp/ Village	\$120.00
TRAIN	10/16/21	730	Training	Parma Fire	Twp/ Village	\$360.00
R21-223	10/17/21	1144	Emergency Medical	5138 Mann Rd.	Twp	\$90.00
F21-224	10/17/21	1511	Accident/No injuries	717 Bath Mills Rd.	Twp	\$105.00
R21-225	10/18/21	1017	Emergency Medical	5138 Mann Rd.	Twp	\$45.00
R21-226	10/18/21	1357	Emergency Medical	204 S. Union St.	Village	\$45.00
TRAIN	10/18/21	1800	Training	428 Homer RD	Twp/ Village	\$200.00
F21-227	10/21/21	432	Mutual Aid- Structure Firel	7283 McCain Rd.	Spring Arbor	\$60.00
R21-228	10/25/21	1713	Emergency Medical	Bathmills Rd. @ Bridge	Twp	\$45.00
R21-229	10/27/21	910	Emergency Medical	3230 Litle Rd.	Twp	\$60.00

7 Twp Medicals	Village Total Cost	\$90.00
2 Village Medicals	TWP Total Cost	\$645.00
1 Vehicle Accidents(Twp.)	Twp/ Village	\$940.00
0 Vehicle Accidents(Village.)	Mutual Aid	\$135.00
0 Village Fire calls	Total	\$1,810.00
0 Public Service Assist- JCA---PD		
1 Twp Fire calls		
2 Mutual Aids		
0 Cancelled Enroute		
4 Training		
0 False Call		
0 Hazard/ Weather		



PERIOD ENDING 11/30/2021

GL NUMBER	DESCRIPTION	2021-22	YTD BALANCE	ACTIVITY FOR	AVAILABLE	% BDGT USED
		AMENDED BUDGET	11/30/2021 NORMAL (ABNORMAL)	MONTH 11/30/2021 INCREASE (DECREASE)	BALANCE NORMAL (ABNORMAL)	
Fund 101 - GENERAL FUND						
Dept 000						
101-000-282.000	CARES ACT	0.00	0.00	0.00	0.00	0.00
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	102.00	21.00	98.00	51.00
101-000-447.000	ADMINISTRATION FEE	33,000.00	8,876.42	87.45	24,123.58	26.90
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	4,890.00	795.00	8,110.00	37.62
101-000-477.000	CABLE FRANCHISE FEE	800.00	328.48	139.08	471.52	41.06
101-000-478.000	LIQUOR FEES	350.00	412.50	0.00	(62.50)	117.86
101-000-502.000	STATE FUNDS	134,000.00	87,440.00	0.00	46,560.00	65.25
101-000-503.000	STATE ED BILLING FEE	4,200.00	4,182.50	0.00	17.50	99.58
101-000-528.000	OTHER FEDERAL GRANTS	0.00	87,032.00	87,032.00	(87,032.00)	100.00
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	0.00	(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	890.00	305.00	(390.00)	178.00
101-000-657.000	POLICE FINES	0.00	0.00	0.00	0.00	0.00
101-000-658.000	ORDINANCE FEES	250.00	100.00	0.00	150.00	40.00
101-000-665.000	INTEREST	1,500.00	91.32	5.73	1,408.68	6.09
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	252.40	152.40	747.60	25.24
101-000-678.000	COMMUNITY PROMOTION PROCEEDS	2,000.00	2,452.30	0.00	(452.30)	122.62
101-000-687.000	REFUNDS	0.00	25.00	0.00	(25.00)	100.00
101-000-691.000	TO BALANCE BUDGET-USE OF FUND BALANCE	78,041.00	0.00	0.00	78,041.00	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	13,426.80	2,132.20	6,573.20	67.13
Net - Dept 000		440,841.00	210,851.72	90,669.86	229,989.28	
Dept 101 - TOWNSHIP BOARD						
101-101-704.000	TOWNSHIP BOARD	3,120.00	1,430.00	260.00	1,690.00	45.83
101-101-709.000	FICA	194.00	88.66	16.12	105.34	45.70
101-101-711.000	MEDICARE	46.00	20.73	3.77	25.27	45.07
101-101-801.000	ATTORNEY	3,000.00	1,215.00	0.00	1,785.00	40.50
101-101-801.001	AUDIT	4,800.00	4,800.00	0.00	0.00	100.00
101-101-802.000	OFFICE LEASE	7,200.00	3,000.00	600.00	4,200.00	41.67
101-101-880.000	COMMUNITY PROMOTION	2,500.00	2,000.00	0.00	500.00	80.00
101-101-900.000	PRINTING AND PUBLISHING	1,348.00	149.56	33.80	1,198.44	11.09
101-101-911.000	CONFERENCES/TRAINING	0.00	0.00	0.00	0.00	0.00
101-101-915.000	MEMBERSHIPS	3,500.00	2,033.20	451.71	1,466.80	58.09
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	0.00	381.00	89.11
101-101-935.100	WORKERS COMPENSATION INSURANCE	200.00	200.00	0.00	0.00	100.00
101-101-964.000	REFUNDS AND REBATES	0.00	100.00	0.00	(100.00)	100.00
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)	(18,156.15)	(1,365.40)	(22,651.85)	
Dept 171 - SUPERVISOR						
101-171-703.000	SUPERVISOR	17,500.00	5,833.33	1,666.67	11,666.67	33.33
101-171-704.011	DEPUTY SUPERVISOR	720.00	0.00	0.00	720.00	0.00
101-171-709.000	FICA	700.00	361.67	103.34	338.33	51.67
101-171-711.000	MEDICARE	200.00	84.58	24.16	115.42	42.29
101-171-752.000	SUPPLIES	200.00	0.00	0.00	200.00	0.00

PERIOD ENDING 11/30/2021

GL NUMBER	DESCRIPTION	2021-22 AMENDED BUDGET	YTD BALANCE	ACTIVITY FOR	AVAILABLE	% BDGT USED
			NORMAL (ABNORMAL)	MONTH 11/30/2021 INCREASE (DECREASE)	BALANCE NORMAL (ABNORMAL)	
Fund 101 - GENERAL FUND						
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
101-171-915.000	MEMBERSHIPS	25.00	0.00	0.00	25.00	0.00
Net - Dept 171 - SUPERVISOR		(19,785.00)	(6,279.58)	(1,794.17)	(13,505.42)	
Dept 215 - CLERK						
101-215-703.002	CLERK	19,325.00	7,658.35	1,666.67	11,666.65	39.63
101-215-704.002	DEPUTY CLERK	2,000.00	435.00	225.00	1,565.00	21.75
101-215-709.000	FICA	1,260.00	501.79	117.28	758.21	39.82
101-215-711.000	MEDICARE	295.00	117.36	27.44	177.64	39.78
101-215-752.000	SUPPLIES	205.00	86.45	0.00	118.55	42.17
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	182.00	0.00	68.00	72.80
101-215-861.000	MILEAGE REIMBURSEMENT	250.00	78.96	14.56	171.04	31.58
101-215-911.000	CONFERENCES/TRAINING	0.00	0.00	0.00	0.00	0.00
101-215-912.000	MEETINGS	300.00	112.91	24.00	187.09	37.64
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		(23,885.00)	(9,172.82)	(2,074.95)	(14,712.18)	
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	0.00	1,650.00	13.16
101-247-709.000	FICA	118.00	15.50	0.00	102.50	13.14
101-247-711.000	MEDICARE	28.00	3.63	0.00	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)	0.00	(1,976.87)	
Dept 253 - TREASURER						
101-253-703.003	TREASURER	19,325.00	7,658.35	1,666.67	11,666.65	39.63
101-253-704.003	DEPUTY TREASURER	500.00	0.00	0.00	500.00	0.00
101-253-709.000	FICA	1,150.00	474.82	103.33	675.18	41.29
101-253-711.000	MEDICARE	270.00	111.03	24.17	158.97	41.12
101-253-752.000	SUPPLIES	1,400.00	916.24	321.00	483.76	65.45
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	671.80	0.00	778.20	46.33
101-253-861.000	MILEAGE REIMBURSEMENT	500.00	283.08	48.72	216.92	56.62
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	68.21	16.77	81.79	45.47
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

PERIOD ENDING 11/30/2021

GL NUMBER	DESCRIPTION	2021-22	YTD BALANCE	ACTIVITY FOR	AVAILABLE	% BGD USED
		AMENDED BUDGET	11/30/2021 NORMAL (ABNORMAL)	MONTH 11/30/2021 INCREASE (DECREASE)	BALANCE NORMAL (ABNORMAL)	
Fund 101 - GENERAL FUND						
Net - Dept 253 - TREASURER		(25,555.00)	(10,183.53)	(2,180.66)	(15,371.47)	
Dept 257 - ASSESSOR						
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	974.06	0.00	1,025.94	48.70
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	13,340.00	2,670.00	19,460.00	40.67
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	874.00	0.00	326.00	72.83
Net - Dept 257 - ASSESSOR		(36,800.00)	(15,188.06)	(2,670.00)	(21,611.94)	
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	59.23	0.00	1,540.77	3.70
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	0.88	0.88	1,199.12	0.07
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)	(60.11)	(0.88)	(7,789.89)	
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	349.14	128.29	1,650.86	17.46
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	881.91	169.70	1,318.09	40.09
101-265-854.000	SERVER EXPENSES	1,800.00	186.50	27.00	1,613.50	10.36
101-265-918.000	UTILITIES	4,000.00	1,328.15	230.63	2,671.85	33.20
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)	(2,745.70)	(555.62)	(7,854.30)	
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	

PERIOD ENDING 11/30/2021

GL NUMBER	DESCRIPTION	2021-22	YTD BALANCE	ACTIVITY FOR	AVAILABLE	% BDGT USED
		AMENDED BUDGET	11/30/2021 NORMAL (ABNORMAL)	MONTH 11/30/2021 INCREASE (DECREASE)	BALANCE NORMAL (ABNORMAL)	
Fund 101 - GENERAL FUND						
Dept 268 - PERMITS						
101-268-704.010	EMPLOYEE INSPECTOR	4,500.00	1,470.00	480.00	3,030.00	32.67
101-268-709.000	FICA	280.00	91.14	29.76	188.86	32.55
101-268-711.000	MEDICARE	70.00	21.32	6.96	48.68	30.46
101-268-752.000	SUPPLIES	300.00	150.00	150.00	150.00	50.00
101-268-810.000	CONTRACTED INSPECTORS	4,000.00	1,780.00	590.00	2,220.00	44.50
Net - Dept 268 - PERMITS		(9,150.00)	(3,512.46)	(1,256.72)	(5,637.54)	
Dept 301 - POLICE						
101-301-804.000	POLICE CONTRACTED SERVICES	42,500.00	15,348.98	3,510.50	27,151.02	36.12
Net - Dept 301 - POLICE		(42,500.00)	(15,348.98)	(3,510.50)	(27,151.02)	
Dept 336 - FIRE						
101-336-704.004	FIRE BOARD MEMBER	1,800.00	300.00	0.00	1,500.00	16.67
101-336-709.000	FICA	120.00	18.60	0.00	101.40	15.50
101-336-711.000	MEDICARE	30.00	4.35	0.00	25.65	14.50
101-336-807.000	CONTRACTED	62,058.00	31,028.76	0.00	31,029.24	50.00
Net - Dept 336 - FIRE		(64,008.00)	(31,351.71)	0.00	(32,656.29)	
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	875.00	175.00	1,225.00	41.67
101-567-709.000	FICA	160.00	54.25	10.85	105.75	33.91
101-567-711.000	MEDICARE	40.00	12.70	2.54	27.30	31.75
101-567-752.000	SUPPLIES	1,000.00	38.99	0.00	961.01	3.90
101-567-807.000	CONTRACTED	32,400.00	13,500.00	2,700.00	18,900.00	41.67
101-567-808.000	BURIALS	6,000.00	5,805.00	1,255.00	195.00	96.75
101-567-918.000	UTILITIES	1,800.00	959.82	162.10	840.18	53.32
101-567-933.000	SOFTWARE MAINTENANCE AGREEMENT	400.00	356.00	0.00	44.00	89.00
101-567-934.000	OTHER REPAIRS AND MAINTENANCE	11,000.00	9,255.65	3,150.00	1,744.35	84.14
101-567-985.000	CAPITAL EXPENSES	0.00	0.00	0.00	0.00	0.00
Net - Dept 567 - CEMETERY		(54,900.00)	(30,857.41)	(7,455.49)	(24,042.59)	
Dept 701 - PLANNING						
101-701-704.009	PLANNING MEMBERS	2,000.00	1,000.00	0.00	1,000.00	50.00
101-701-709.000	FICA	124.00	62.00	0.00	62.00	50.00
101-701-711.000	MEDICARE	30.00	14.50	0.00	15.50	48.33
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	35.00	0.00	65.00	35.00
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	56.19	0.00	443.81	11.24
101-701-911.000	CONFERENCES/TRAINING	0.00	0.00	0.00	0.00	0.00

User: JUDY

DB: Concord

PERIOD ENDING 11/30/2021

GL NUMBER	DESCRIPTION	2021-22	YTD BALANCE	ACTIVITY FOR	AVAILABLE		% BDGT USED
		AMENDED BUDGET	11/30/2021 NORMAL (ABNORMAL)	MONTH 11/30/2021 INCREASE (DECREASE)	NORMAL	(ABNORMAL)	
Fund 101 - GENERAL FUND							
Net - Dept 701 - PLANNING		(2,754.00)	(1,167.69)	0.00		(1,586.31)	
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		440,841.00	210,851.72	90,669.86		229,989.28	47.83
TOTAL EXPENDITURES		440,841.00	144,293.33	22,864.39		296,547.67	32.73
NET OF REVENUES & EXPENDITURES		0.00	66,558.39	67,805.47		(66,558.39)	100.00

## Agreement for Prosecution Services

### Recitals

Whereas, the Township of Concord (the "Township") is a municipal corporation with the responsibility of enforcing municipal ordinances within the Township; and

Whereas, the Michigan Attorney General has determined that a county prosecuting attorney may act as counsel for the Township for the purpose of a prosecuting Township criminal ordinance cases; and

Whereas, the township and the prosecutor and the County (together the "Parties") have agreed that it is in the best interest of the citizens of Concord Township and the County of Jackson that the Prosecutor, and those on his staff, shall be empowered by the Township to enforce Concord criminal ordinances;

Therefore, in consideration of the foregoing and Township's payment to the County of compensation hereinafter provided, the Parties agree as follows:

1. Performance of Services
  - a. Prosecutor will prosecute misdemeanor crimes, including traffic offenses, and criminal ordinance violations occurring within the Township limits for which an arrest is made or a ticket is filed with the district court.
  - b. In addition, Prosecutor agrees to provide the Township with the following specific services:
    - i. Render legal advice, when requested, to the Township police agency and police officer enforcing township ordinances on a 24 hour/ 7 days per week basis (insofar as possible)
    - ii. Officer consultation concerning the filing of charges.
    - iii. Review complaint requests, arrests, search warrants and matters related to criminal charges.
    - iv. Prepare for and conduct all court hearings or motions scheduled for hearing in any case within the scope of the Agreement and any appeal thereof from a magistrate to a district court, consistent with local practices and need as determined by the Prosecutor. Such hearings include, but are not limited to, arraignments, pretrials, and motions to suppress.
    - v. Prepare and conduct all trials in any case within the scope of this Agreement, whether such trial shall be by bench or by jury, and any appeal thereof.
    - vi. Keep informed of new developments in criminal law and criminal procedure.
    - vii. Handle all forfeitures pursuant to the Michigan Controlled Substances Act on behalf of Concord Township pursuant to and in accordance with a Letter of Understanding between the Jackson County Prosecuting Attorney and the police agency enforcing township ordinances;

- c. The inclusion of any services by specific reference in the Agreement is not intended as an exclusion of other services necessary and proper to the fulfillment of this Agreement.
- d. Township agrees that it shall provide the prosecutor the assistance of legal support, if requested, for clerical needs for matters covered by this Agreement. The support services shall include typing and preparing warrants, pleadings. Subpoenas and other matters associated with the clerical needs to prosecute the matters subject to this Agreement.

## 2. Payment for Service

Township is responsible to pay directly any and all costs of prosecution of their respective cases including but not limited to, witness fees, travel costs, and transcription costs. In exchange for the service in the Agreement, the Township shall pay the County a flat fee of \$1,500 annually. Payments shall be made quarterly.

## 3. Term of Agreement

This Agreement shall be in full force and effect from December 2021 through December 2022, and extend thereafter on a yearly basis without necessity of notice or renewal. Either party may terminate this Agreement upon 60 days written notice.

## 4. Miscellaneous Provisions

- a. Independent Contractor. The Parties to this Agreement intend that the relationship of the Township and Prosecutor shall be that of independent contractor.
- b. Conflict of Interest. If Prosecutor determines, in his sole discretion, that the prosecution of a Township matter subject to this Agreement creates or will create a potential or actual conflict of interest or may be inconsistent with the duties of the Jackson County Prosecutor, Michigan Law, State Bar ethics rules, or that the interests of justice requires it, the Prosecutor may refuse to prosecute such case and shall promptly notify the Township. The Township agrees that it shall arrange and pay for the prosecution of that particular case.
- c. Discretion. Prosecutor shall have the ultimate discretion in all charging decisions; plea agreements and dispositions of cases prosecuted on behalf of the Township, but will consider the request of input from the Township or his/her designee with regard to a particular case.
- d. Compliance with Law. The Parties shall comply with all federal, state, and local laws.
- e. Headings. The Headings in this Agreement are inserted for convenience and identification only and are in no way intended to describe, interpret, or define or limit the scope of extent or intent of this Agreement or any provisions hereof.
- f. Severability. Every Provision of this Agreement is intended to be severable. If any term or provision hereof is deemed invalid or unenforceable by a court of competent jurisdiction, such decision or decisions shall not affect the validity of the remaining portions hereof, which shall continue in full force and effect and applicable to all circumstances to which it may validly apply.

- g. **Binding Agreement.** This Agreement and the terms and provisions hereof shall inure to the benefit of and be binding upon the respective successors and assigns of the parties hereof.
- h. **Interpretation.** This Agreement shall be liberally construed in accordance with the general purposes of this Agreement and the laws of the State of Michigan.
- i. **No presumption.** No presumption shall exist in favor of or against any party to this Agreement as the result of drafting and preparation of this document.
- j. **Execution.** This Agreement may be executed simultaneously in one or more counterparts, each of which shall be deemed an original, but all together shall constitute one and the same instrument.
- k. **Authority.** The Township hereby represents and acknowledges that the execution of this Agreement has been duly authorized.

#### 5. Acceptance


The Parties fully understand all of the provisions of this Agreement and believe them to be fair, just, adequate and reasonable and accordingly accept the provisions of this Agreement freely and voluntarily.

In Witness of the parties hereto have made and executed this Agreement the day and year above written.



By the Township of Concord

Approved as to Substance:

X   
\_\_\_\_\_  
Al Cavalin, Township Supervisor  
*For the Township*

Approved As to Form:

X   
\_\_\_\_\_  
Sheryll Dishaw, Township Clerk

Approved as to Sufficiency of Funds:

X   
\_\_\_\_\_  
Judy Clark, Township Treasurer

Jackson County

X  
\_\_\_\_\_  
Jerard M. Jarzynka, Prosecuting Attorney

X  
\_\_\_\_\_  
James E. Shotwell, Jr, Chairperson

December 13, 2021

Board of Trustees,  
Concord Township  
121 Grove St. P.O. Box #236  
Concord, Michigan 49237

Re: My Retirement

My Good Colleagues,

As you know, when I agreed to run for a second term it was with the clear understanding that I would be retiring before that term was completed. That time has now come and this letter is intended to serve as both, my official retirement notification to you and the community at large, and my plan for the transition to the next Supervisor.

My final day as Supervisor will be Friday, February 25<sup>th</sup>. I will return my key to the building and vacate the office for the final time at close of business that day. At present, I have two candidates who have expressed an interest in assuming the position and am hopeful I will be able to appoint one of them before I leave. Regardless, I have no intention of abandoning my responsibilities and will do what I can to insure that my successor has the opportunity to train into the position. It is also my intent to remain a resource for the new Supervisor and the community indefinitely.

Many of the duties of this office are statutory and anyone who finds themselves in this position will need to learn and adapt to them as they see fit, however since I took over this office I have created a series of voluntary tasks either to answer unmet needs or to enhance the function of the office. I will train my successor into these as best I can, with the clear understanding that they may have a different way of doing things, which is their prerogative. I am in the process of writing instructions for these things now, they will be complete well before I leave.

Most importantly, though I will not be the Supervisor, I and my family will still live here and I do intend to continue my commitment to this community at the pleasure of the Board. I have composed a list of tasks I enjoy doing which I am willing to perform for the community into our collective futures. They are:

- Routine maintenance and updates to the Township Website as required.  
(Major re-writes, adding new pages and those things that are outside of my skill set will be contracted out at the going rates)
- Routine maintenance and updates to the Township Face Book pages as required.
- Continuous publication of the Township Newsletter
- Maintenance and management of Township email communications.
- Continuous management of the Light Up Concord contest.
- I will assist in the organization of the Clean Up and CFD Benefit Scrap Metal drives.

In order to effect this I will need to keep the Township laptop computer and maintain a

connection to the server; I will also need someone to provide newsworthy material. Special notices, etc., for these publications. Additionally, I would like to get involved with the Planning Committee and stay a part of the Board of Review, at the Board's discretion.

The Township's investment in these services will be \$400.00/month, paid once per month in advance, plus whatever statutory meeting attendance fees are offered for the various committees. I will draft an agreement for the Township to consider and will bill you monthly through my LLC., The Aurora Borealis Group. I will prepare these documents for your review prior to the January Board of Trustees meeting.

In closing, This has been an excellent position for me at this stage of my life and I have njoyed my time here immensely. I have especially enjoyed working with our Administrative team, Judy, Sheryll and Bob, who are the most conscientious, meticulous and ethical group of people I have ever worked with. I trust I am leaving this community in better shape than I found it and look very much forward to our combined futures.

Respectfully,

A handwritten signature in black ink, appearing to read 'Al Cavasin', with a long horizontal flourish extending to the right.

Al Cavasin  
Supervisor.

December 13, 2021

Concord Township Board Members:

I am resigning my position as Township Clerk effective January 3, 2022.

It has been an interesting and enlightening experience throughout my years as Clerk and previously as the Assessor. I believe that I have made a positive difference for the residents of the Township.

It is with sadness that I will no longer be working with the current Supervisor and Treasurer on a daily basis, but I know that I am leaving the Township in good hands with the new Clerk.

Now on to the next adventure!

Sincerely;

Sheryll A. Dishaw