

**TOWNSHIP OF CONCORD
121 GROVE STREET
PO BOX 236
CONCORD, MICHIGAN 49237
(517) 524-6804**

January 11, 2021

Concord Township Board Meeting Agenda

- 1) Meeting called to order at 5:30 P.M.
- 2) Pledge of Allegiance
- 3) Minutes for December
- 4) Public Comment
- 5) Bills
- 6) Reports
 - a. Treasurer's Report
 - b. Fire Report
 - c. Police Report
 - d. Planning Commission
- 7) Unfinished Business
- 8) New Business
 - a. Resolution to allow township residents to request Board of Review hearing by mail
 - b. Resolution to set an Alternate Date for First Taxpayer Appeal Meeting for the 2021 March
Board of Review
 - c. Assessor's resignation letterBoard Member Comments
 - a. Bohl
 - b. Clark
 - c. Dishaw
 - d. Colburn
- 9) Supervisor Comments



The Concord Township Board met virtually on Monday, January 11, 2021 for a regularly scheduled meeting.

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

Also present: Ken Wyatt, and County Commissioner Earl Poleski.

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

Pledge of Allegiance was honored led by Supervisor Cavasin.

Minutes from the December were approved by consent.

Public Comments:

- County Commissioner Poleski updated the Board on the COVID vaccine status in the County. 800 doses were available at the Health Department and 3000 at the hospital. The doses are being administered as quickly as possible while the supply lasts. Currently, the only ones receiving the vaccination are front line workers. The number to call at the health department is 517-817-4496 to receive information on the vaccine.
- Ken Wyatt asked about if the State was going to insist on Zoom meetings. Supervisor believes that at least for the foreseeable future Zoom meetings will be required.

The monthly bills were presented by Clerk Dishaw in the amount of \$23,691.28. Bills were approved for payment by consent of the Board.

Reports:

- Treasurer Clark presented the December Revenue and Expenditure Report. Revenues were \$29,131.27 and expenditures were \$19,325.44. The bank balances were not available at the time of the meeting.
- Trustee Colburn gave the December Fire Department Report. Total of November runs were 18 (9 in the Township, 3 in the Village, 4 Mutual Aid and 2 Training. Total bills for November were \$19,399.17 including payroll. Chief Mosher reported that there was a possibility of a Labor Merger between Concord Fire Department and Pulaski Fire Department. More information to come. Also, Chief Mosher is looking into financing to replace Engine 1.
- As the meeting was held virtually Deputy Jacobson was not present to give the December Police Blotter and the yearly report. Board members had copies of the reports. Total dispatches for December were 58 with 24 in the Township, 267 in the Village and 8 Out of Area/Back up calls. Calls of Note involved a minor farming incident, a vehicle crash on Hanover St., a utility trailer being stolen from the storage lot on Railroad St, blight in the township, a child custody dispute, domestic disturbances and another box trailer being stolen. The Yearly Report stated 630 total dispatches (21 up from 2019), Township had 279 (19 up from 2019), Village had 267 (5 down from 2019) and Back up calls were 84.
- Trustee Bohl stated that the Planning Commission did not meet in January.

Reports were approved by consent.

Old Business: None.

New Business:

- Motioned by Clark, supported by Bohl to approve the resolution allowing local residents of the Township to request a Board of Review appeal via the mail. Roll Call Vote: Ayes – Clark, Dishaw, Colburn, Bohl and Cavasin. Nays: None. Resolution was approved.
- Motioned by Bohl, supported by Colburn to change the first meeting of the March Board of Review from Monday, to Tuesday. In 2021, that will be March 9th. Roll Call Vote: Ayes – Clark, Dishaw, Colburn, Bohl and Cavasin. Nays: None. Resolution was approved.
- A resignation letter was submitted by Assessor Dishaw effective April 1st. Motioned by Bohl, supported by Colburn to accept the resignation of the Assessor. Ayes: 5, Nays: None. Motion was approved.
- A resignation letter was submitted by Planning Commission Member Cindy Franssen effective immediately. Motioned by Clark, supported by Dishaw to accept the resignation of the Planning Commission Member. Ayes: 5, Nays: None. Motion was approved.

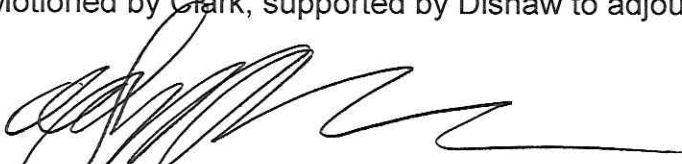
Board Comments:

- Bohl – None.
- Clark – Asked if the Supervisor had contacted JDOT about the guardrail on Parsons Road.
- Dishaw – None.
- Colburn – None.

Supervisor Comments:

- Extended conversation with JDOT about the gravel roads in the Township. JDOT did exactly what they said they would do and what they got paid for. However, due to weather more work will be done on Cornell Road with no cost to the Township.
- Recommends the hiring of a Deputy Supervisor, purchasing Adobe Printing Software for \$439.99, Microsoft for \$139.99, a new desktop computer with Windows for around \$1200.

Motioned by Clark, supported by Dishaw to adjourn at 6:00 pm. Motion was approved.


Al Cavasin, Supervisor

Date: January 12, 2021

The Concord Township Board met virtually on Monday, December 14, 2020 for a regularly scheduled meeting with social distancing rules implemented.

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

Also virtually present: County Commissioner Earl Poleski, Ken Wyatt and Richard Kline.

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

Pledge of Allegiance was honored led by Supervisor Al Cavasin.

Minutes from the November meeting were approved by consent.

Public Comments:

- County Commissioner Poleski wished Board Members a Merry Christmas and Happy New Year.
- Ken Wyatt asked about the winners of the Light Up Concord contest. There were 24 entries. The Supervisor was going to mention this in his Supervisor comments, but gave the results at this time: there were 24 entries with McMaster Sales and Services as the Business winner. Tasha Thurman won first place, Jeff & Abbey Colburn won second place and Jerry Dorer won third. A donation of \$160 was given to the Concord Pulaski Christmas Baskets from the entry fees and a generous donation from the daughter of the former Clerk Jean Wildt. The prizes were given out on December 13th at the United Methodist Church after the tree lighting was held.

The monthly bills were presented by Clerk Dishaw in the amount of \$12,266.77. Bills were approved for payment by consent of the Board.

Reports:

- Treasurer Clark presented the November financial condition of the Township: Revenues for November were \$34,280.85 and expenditures were \$21,907.73. General Fund Balance was \$203,394.34. Road Fund Balance was \$8,521.97 and the combined Cemetery Fund Balances were \$43,055.70. To date \$282,558.74 has been collected from winter taxes with \$23,306.46 remaining in the Township.
- Treasurer Clark gave the November Fire Department Report. October Runs consisted of 31 total – 15 Township, 8 Village, 6 Mutual Aids, and 2 Training. With payroll, bills for October came to \$13,899.58. The Stabilization fund had a balance of \$161,444.08 as of November 30th. Chief Mosher has a committee looking into getting quotes on Engine 1. He also presented the 2021 budget without any increases.
- Board members had copies of Deputy Jacobson's November Police Blotter. Total dispatches were 50 with 22 in the Township, 20 in the Village and 8 Out of Area/Back up calls. Calls of Note involved a mother and son combination complaint about neighbors, domestic incidents, assisting the State Police on a traffic stop that resulted in an arrest, damage to the new bridge on Cornell Road, the theft of a traffic cone in the Village, a drunk driver, more domestics and Deputy Jacobson surviving teaching a self-defense and situational awareness class to 9th graders at the High School.

- Trustee Kevin Bohl gave the December 2nd Planning Commission report: Changes to the By-laws were approved to make them current; discussion was held on Kilbourne's virtual meeting on the non-motorized trail.

Reports were approved by consent.

Old Business: None.

New Business:

- Motioned by Clark, supported by Colburn to approve the 2021 Fire Department Budget as presented: Roll Call Vote: Ayes: Colburn, Bohl, Cavasin, Clark and Dishaw. Nays: None. Motion was approved.
- Assessor Dishaw presented the following polices that need to be in writing and approved by the Board for the upcoming 2021 AMAR Review: Policy on Conducting an Audit of an Exempt Parcel, Policy to implement the Denial Interest for a Principal Residence Exemption, Updating the current Poverty Exemption policy specifying income and assets and a Policy on conducting the Personal Property Canvas each year. Motioned by Bohl, supported by Colburn to approve all the policies. Roll Call Vote: Ayes: Clark, Dishaw, Colburn, Bohl and Cavasin. Nays: None. Motion was approved.
- Motioned by Dishaw, supported by Clark to approve the engagement letter with Drake Certified Public Accounts for the 2021 audit. Roll Call Vote: Dishaw, Colburn, Bohl, Cavasin and Clerk. Nays: None. Motion was approved.
- Motioned by Clark, supported by Colburn to approve the following appointments: Kilbourn Snow, Kevin Bohl, Brian Kessman and Cindy Franssen to the Planning Commission; James Gillispie, Gary Plumb, Judy Snay and Alternate Cindy Franssen to the Board of Review. Ayes: Five, Nays: None. Motion was approved.

Board Comments:

- Colburn – None.
- Bohl – None.
- Clark – None.
- Dishaw – None.

Supervisor Comments:

- Plan to bring to the Board about acquiring a Deputy Supervisor and the need to purchase a reasonably priced desk top computer in the future.

Motioned by Dishaw, supported by Colburn to adjourn at 5:51 pm. Motion was approved.



Al Cavasin, Supervisor

Date: December 15, 2020

PERIOD ENDING 12/31/2020

GL NUMBER	DESCRIPTION	2020-21	YTD BALANCE	ACTIVITY FOR	AVAILABLE	% BDGT USED
		AMENDED BUDGET	12/31/2020 NORMAL (ABNORMAL)	MONTH 12/31/2020 INCREASE (DECREASE)	BALANCE NORMAL (ABNORMAL)	
Fund 101 - GENERAL FUND						
Revenues						
Dept 000						
101-000-402.000	PROPERTY TAX REVENUE	66,500.00	10,972.78	10,882.71	55,527.22	16.50
101-000-434.000	TRAILER FEES	200.00	119.50	41.00	80.50	59.75
101-000-447.000	ADMINISTRATION FEE	28,000.00	11,928.44	3,419.90	16,071.56	42.60
101-000-451.000	1 MILL - ROAD	75,000.00	12,439.77	12,337.66	62,560.23	16.59
101-000-475.000	BUILDING PERMITS	10,500.00	8,295.00	645.00	2,205.00	79.00
101-000-477.000	CABLE FRANCHISE FEE	800.00	300.02	0.00	499.98	37.50
101-000-478.000	LIQUOR FEES	350.00	385.00	0.00	(35.00)	110.00
101-000-502.000	STATE FUNDS	134,000.00	50,557.00	0.00	83,443.00	37.73
101-000-503.000	STATE ED BILLING FEE	4,200.00	4,175.00	0.00	25.00	99.40
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	0.00	0.00	0.00	0.00
101-000-630.000	ELECTIONS	4,000.00	1,885.10	0.00	2,114.90	47.13
101-000-631.000	LAND SPLITS	500.00	1,020.00	85.00	(520.00)	204.00
101-000-657.000	POLICE FINES	0.00	0.00	0.00	0.00	0.00
101-000-658.000	ORDINANCE FEES	100.00	0.00	0.00	100.00	0.00
101-000-665.000	INTEREST	3,500.00	821.30	0.00	2,678.70	23.47
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	3,713.53	215.00	(2,713.53)	371.35
101-000-678.000	COMMUNITY PROMOTION PROCEEDS	2,500.00	815.00	580.00	1,685.00	32.60
101-000-691.000	TO BALANCE BUDGET-USE OF FUND BALANCE	53,218.00	0.00	0.00	53,218.00	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	12,822.00	925.00	7,178.00	64.11
Total Dept 000		404,368.00	120,249.44	29,131.27	284,118.56	29.74
TOTAL REVENUES		404,368.00	120,249.44	29,131.27	284,118.56	29.74
Expenditures						
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	2,000.00	501.40	157.50	1,498.60	25.07
101-101-801.001	AUDIT	600.00	600.00	0.00	0.00	100.00
101-101-802.000	OFFICE LEASE	7,200.00	3,600.00	600.00	3,600.00	50.00
101-101-880.000	COMMUNITY PROMOTION	2,500.00	615.00	615.00	1,885.00	24.60
101-101-900.000	PRINTING AND PUBLISHING	1,348.00	200.69	0.00	1,147.31	14.89
101-101-911.000	CONFERENCES/TRAINING	0.00	0.00	0.00	0.00	0.00
101-101-915.000	MEMBERSHIPS	3,040.00	3,031.88	0.00	8.12	99.73
101-101-933.000	SOFTWARE MAINTENANCE AGREEMENT	495.00	0.00	0.00	495.00	0.00
101-101-935.000	PROPERTY LIABILITY INSURANCE	2,900.00	2,790.00	0.00	110.00	96.21
101-101-935.100	WORKERS COMPENSATION INSURANCE	100.00	0.00	0.00	100.00	0.00
101-101-985.000	CAPITAL EXPENSES	5,690.00	5,681.08	0.00	8.92	99.84
Total Dept 101 - TOWNSHIP BOARD		29,233.00	18,559.44	1,652.39	10,673.56	63.49
Dept 171 - SUPERVISOR						
101-171-703.000	SUPERVISOR	10,000.00	4,999.98	833.33	5,000.02	50.00
101-171-709.000	FICA	620.00	310.00	51.67	310.00	50.00
101-171-711.000	MEDICARE	145.00	72.50	12.08	72.50	50.00
101-171-752.000	SUPPLIES	200.00	48.80	6.95	151.20	24.40
101-171-791.000	SUBSCRIPTIONS AND PUBLICATIONS	0.00	0.00	0.00	0.00	0.00

PERIOD ENDING 12/31/2020

GL NUMBER	DESCRIPTION	2020-21	YTD BALANCE	ACTIVITY FOR	AVAILABLE	% BDGT USED
		AMENDED BUDGET	12/31/2020 NORMAL (ABNORMAL)	MONTH 12/31/2020 INCREASE (DECREASE)	BALANCE NORMAL (ABNORMAL)	
Fund 101 - GENERAL FUND						
Expenditures						
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
Total Dept 171 - SUPERVISOR		11,430.00	5,431.28	904.03	5,998.72	47.52
Dept 215 - CLERK						
101-215-703.002	CLERK	17,300.00	8,650.02	1,441.67	8,649.98	50.00
101-215-704.002	DEPUTY CLERK	3,000.00	1,166.25	108.75	1,833.75	38.88
101-215-709.000	FICA	1,260.00	608.59	96.12	651.41	48.30
101-215-711.000	MEDICARE	295.00	142.34	22.48	152.66	48.25
101-215-752.000	SUPPLIES	205.00	19.22	0.00	185.78	9.38
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	125.00	0.00	125.00	50.00
101-215-861.000	MILEAGE REIMBURSEMENT	250.00	8.05	8.05	241.95	3.22
101-215-911.000	CONFERENCES/TRAINING	0.00	0.00	0.00	0.00	0.00
101-215-912.000	MEETINGS	264.00	24.00	0.00	240.00	9.09
101-215-915.000	MEMBERSHIPS	0.00	0.00	0.00	0.00	0.00
101-215-933.000	SOFTWARE MAINTENANCE AGREEMENT	800.00	0.00	0.00	800.00	0.00
Total Dept 215 - CLERK		23,624.00	10,743.47	1,677.07	12,880.53	45.48
Dept 223 - AUDITOR						
101-223-801.001	AUDIT	0.00	0.00	0.00	0.00	0.00
Total Dept 223 - AUDITOR		0.00	0.00	0.00	0.00	0.00
Dept 247 - BOARD OF REVIEW						
101-247-704.008	BOARD OF REVIEW	1,900.00	565.00	245.00	1,335.00	29.74
101-247-709.000	FICA	118.00	35.03	15.19	82.97	29.69
101-247-711.000	MEDICARE	28.00	8.19	3.54	19.81	29.25
101-247-861.000	MILEAGE REIMBURSEMENT	0.00	0.00	0.00	0.00	0.00
101-247-911.000	CONFERENCES/TRAINING	0.00	0.00	0.00	0.00	0.00
Total Dept 247 - BOARD OF REVIEW		2,046.00	608.22	263.73	1,437.78	29.73
Dept 253 - TREASURER						
101-253-703.003	TREASURER	17,300.00	8,650.02	1,441.67	8,649.98	50.00
101-253-704.003	DEPUTY TREASURER	1,700.00	0.00	0.00	1,700.00	0.00
101-253-709.000	FICA	1,200.00	536.30	89.39	663.70	44.69
101-253-711.000	MEDICARE	280.00	125.41	20.90	154.59	44.79
101-253-752.000	SUPPLIES	1,500.00	1,207.12	315.00	292.88	80.47
101-253-801.000	SUBSCRIPTIONS AND PUBLICATIONS	0.00	0.00	0.00	0.00	0.00
101-253-851.000	MAIL/POSTAGE	1,400.00	1,364.40	41.00	35.60	97.46
101-253-861.000	MILEAGE REIMBURSEMENT	200.00	55.49	55.49	144.51	27.75
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	0.00	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	1,600.00	388.00	0.00	1,212.00	24.25

PERIOD ENDING 12/31/2020

GL NUMBER	DESCRIPTION	2020-21	YTD BALANCE	ACTIVITY FOR	AVAILABLE	% BDGT USED
		AMENDED BUDGET	12/31/2020 NORMAL (ABNORMAL)	MONTH 12/31/2020 INCREASE (DECREASE)	BALANCE NORMAL (ABNORMAL)	
Fund 101 - GENERAL FUND						
Expenditures						
Total Dept 253 - TREASURER		25,340.00	12,338.81	1,963.45	13,001.19	48.69
Dept 257 - ASSESSOR						
101-257-703.001	ASSESSOR	20,780.00	10,390.02	1,731.67	10,389.98	50.00
101-257-704.001	DEPUTY ASSESSOR	0.00	0.00	0.00	0.00	0.00
101-257-709.000	FICA	1,290.00	644.20	107.36	645.80	49.94
101-257-711.000	MEDICARE	302.00	150.66	25.11	151.34	49.89
101-257-752.000	SUPPLIES	200.00	0.00	0.00	200.00	0.00
101-257-791.000	SUBSCRIPTIONS AND PUBLICATIONS	0.00	0.00	0.00	0.00	0.00
101-257-851.000	MAIL/POSTAGE	715.00	55.00	0.00	660.00	7.69
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	25.00	0.00	0.00	25.00	0.00
101-257-915.000	MEMBERSHIPS	265.00	175.00	175.00	90.00	66.04
101-257-933.000	SOFTWARE MAINTENANCE AGREEMENT	1,200.00	862.00	0.00	338.00	71.83
Total Dept 257 - ASSESSOR		24,777.00	12,276.88	2,039.14	12,500.12	49.55
Dept 262 - ELECTIONS						
101-262-707.000	ELECTION WORKERS	3,500.00	4,761.25	0.00	(1,261.25)	136.04
101-262-709.000	FICA	190.00	87.26	0.00	102.74	45.93
101-262-711.000	MEDICARE	90.00	20.39	0.00	69.61	22.66
101-262-752.000	SUPPLIES	2,800.00	1,134.17	646.33	1,665.83	40.51
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	556.00	(14.00)	644.00	46.33
101-262-861.000	MILEAGE REIMBURSEMENT	0.00	0.00	0.00	0.00	0.00
101-262-900.000	PRINTING AND PUBLISHING	150.00	74.10	0.00	75.90	49.40
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	0.00	0.00	0.00	0.00	0.00
Total Dept 262 - ELECTIONS		7,930.00	6,633.17	632.33	1,296.83	83.65
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	2,500.00	706.13	316.66	1,793.87	28.25
101-265-810.000	PERMIT EXPENSE	0.00	0.00	0.00	0.00	0.00
101-265-852.000	INTERNET/PHONE	2,000.00	997.32	168.34	1,002.68	49.87
101-265-854.000	SERVER EXPENSES	1,800.00	0.00	0.00	1,800.00	0.00
101-265-918.000	UTILITIES	3,600.00	1,821.66	253.03	1,778.34	50.60
101-265-934.000	OTHER REPAIRS AND MAINTENANCE	600.00	425.00	0.00	175.00	70.83
101-265-985.000	CAPITAL EXPENSES	0.00	0.00	0.00	0.00	0.00
Total Dept 265 - BUILDING & GROUNDS		10,500.00	3,950.11	738.03	6,549.89	37.62
Dept 266 - ATTORNEY						
101-266-801.000	ATTORNEY	0.00	0.00	0.00	0.00	0.00

PERIOD ENDING 12/31/2020

GL NUMBER	DESCRIPTION	2020-21	YTD BALANCE	ACTIVITY FOR	AVAILABLE	% BDGT USED
		AMENDED BUDGET	12/31/2020 NORMAL (ABNORMAL)	MONTH 12/31/2020 INCREASE (DECREASE)	BALANCE NORMAL (ABNORMAL)	
Fund 101 - GENERAL FUND						
Expenditures						
Total Dept 266 - ATTORNEY		0.00	0.00	0.00	0.00	0.00
Dept 268 - PERMITS						
101-268-704.010	EMPLOYEE INSPECTOR	4,000.00	2,501.33	81.21	1,498.67	62.53
101-268-709.000	FICA	186.00	155.08	5.03	30.92	83.38
101-268-711.000	MEDICARE	44.00	36.27	1.18	7.73	82.43
101-268-752.000	SUPPLIES	600.00	0.00	0.00	600.00	0.00
101-268-810.000	CONTRACTED INSPECTORS	3,000.00	1,560.00	360.00	1,440.00	52.00
Total Dept 268 - PERMITS		7,830.00	4,252.68	447.42	3,577.32	54.31
Dept 301 - POLICE						
101-301-804.000	POLICE CONTRACTED SERVICES	42,500.00	20,707.27	3,458.50	21,792.73	48.72
Total Dept 301 - POLICE		42,500.00	20,707.27	3,458.50	21,792.73	48.72
Dept 336 - FIRE						
101-336-704.004	FIRE BOARD MEMBER	1,800.00	600.00	375.00	1,200.00	33.33
101-336-709.000	FICA	120.00	37.20	23.25	82.80	31.00
101-336-711.000	MEDICARE	30.00	8.71	5.44	21.29	29.03
101-336-807.000	CONTRACTED	62,058.00	31,028.80	0.00	31,029.20	50.00
Total Dept 336 - FIRE		64,008.00	31,674.71	403.69	32,333.29	49.49
Dept 446 - ROADS						
101-446-806.000	ROADS	100,000.00	55,138.25	0.00	44,861.75	55.14
Total Dept 446 - ROADS		100,000.00	55,138.25	0.00	44,861.75	55.14
Dept 567 - CEMETERY						
101-567-704.005	SEXTON	2,100.00	1,050.00	175.00	1,050.00	50.00
101-567-709.000	FICA	160.00	65.10	10.85	94.90	40.69
101-567-711.000	MEDICARE	40.00	15.24	2.54	24.76	38.10
101-567-752.000	SUPPLIES	1,000.00	0.00	0.00	1,000.00	0.00
101-567-807.000	CONTRACTED	30,000.00	15,000.00	2,500.00	15,000.00	50.00
101-567-808.000	BURIALS	6,000.00	3,600.00	1,000.00	2,400.00	60.00
101-567-918.000	UTILITIES	1,500.00	1,151.17	126.94	348.83	76.74
101-567-933.000	SOFTWARE MAINTENANCE AGREEMENT	400.00	351.00	0.00	49.00	87.75
101-567-934.000	OTHER REPAIRS AND MAINTENANCE	8,500.00	6,650.00	0.00	1,850.00	78.24
101-567-985.000	CAPITAL EXPENSES	0.00	0.00	0.00	0.00	0.00
Total Dept 567 - CEMETERY		49,700.00	27,882.51	3,815.33	21,817.49	56.10
Dept 701 - PLANNING						
101-701-704.009	PLANNING MEMBERS	4,500.00	1,950.00	1,050.00	2,550.00	43.33
101-701-709.000	FICA	280.00	120.90	65.10	159.10	43.18
101-701-711.000	MEDICARE	70.00	28.29	15.23	41.71	40.41
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

PERIOD ENDING 12/31/2020

GL NUMBER	DESCRIPTION	2020-21	YTD BALANCE	ACTIVITY FOR	AVAILABLE	% BDGT USED
		AMENDED BUDGET	12/31/2020 NORMAL (ABNORMAL)	MONTH 12/31/2020 INCREASE (DECREASE)	BALANCE NORMAL (ABNORMAL)	
Fund 101 - GENERAL FUND						
Expenditures						
101-701-900.000	PRINTING AND PUBLISHING	500.00	248.17	200.00	251.83	49.63
101-701-911.000	CONFERENCES/TRAINING	0.00	0.00	0.00	0.00	0.00
Total Dept 701 - PLANNING		5,450.00	2,347.36	1,330.33	3,102.64	43.07
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
Total Dept 702 - APPEALS BOARD		0.00	0.00	0.00	0.00	0.00
TOTAL EXPENDITURES		404,368.00	212,544.16	19,325.44	191,823.84	52.56
Fund 101 - GENERAL FUND:						
TOTAL REVENUES		404,368.00	120,249.44	29,131.27	284,118.56	29.74
TOTAL EXPENDITURES		404,368.00	212,544.16	19,325.44	191,823.84	52.56
NET OF REVENUES & EXPENDITURES		0.00	(92,294.72)	9,805.83	92,294.72	100.00

JANUARY 2021	
VENDOR	DESCRIPTION
BEACON FORMS	W-2 FORMS FOR PAYROLL
BUTTERS EXCAVATING	MONTHLY FEE AND BURIALS
CONSUMERS ENERGY	DECEMBER USAGE FOR OFFICE
GLG PRINT	SURVEYS FOR PLANNING COMING
GREENSTONE FARM CREDIT	JANUARY RENT
H.THOMAS ELECTRIC	DECEMBER BILLING
JACKSON COUNTY TREASURER	JANUARY CONTRACT
LESTER BROTHERS	PORTABLE TOILET FOR CEMETERY-FINAL
PRINTER SOURCE PLUS	DECEMBER MAINTENANCE
SEMCO ENERGY	DECEMBER USAGE FOR OFFICE
SHERYLL DISHAW	REIMBURSEMENT FOR SPEAKERS FOR TREASURER'S COMPUTER
VILLAGE OF CONCORD	DECEMBER USAGE FOR OFFICE
VILLAGE OF CONCORD	DECEMBER USAGE FOR CEMETERY
VILLAGE OF CONCORD-FIRE	1ST QUARTERLY PAYMENT
WOW	INTERNET & PHONE CHARGES
	TOTAL

AMOUNT
\$48.60
\$2,950.00
\$145.97
\$200.00
\$600.00
\$325.00
\$3,458.50
\$22.50
\$18.04
\$82.66
\$18.03
\$86.22
\$51.94
\$15,514.38
\$169.44
\$23,691.28

January 12, 2021

Concord Township Planning Commission, Chairman's Report

To: Al Cavasin, Concord Township Supervisor

Because of Covid Nineteen restrictions the Concord Township Planning Commission did not meet in open Public Session at their regularly scheduled meeting of January 6, 2021 at 5:30pm.

However, in an attempt to be compliant with the bylaws which requires the installation of officers at the January meeting the Chairman conducted a phone canvas of all members. By unanimous voice vote, Kilbourn Snow was appointed Chairman, Cindy Sue Franssen, Vice Chairman, and Kristina Mandrelle Secretary.

To be compliant with provisions of the Michigan open meetings act the first order of Business at the next meeting of the Commission will be the reconfirmation of the appointments.

On Wednesday afternoon Cindy Sue Franssen submitted her immediate resignation from the Concord Township Planning Commission. It was accepted with regret by the Concord Township Supervisor Al Cavasin.

Submitted for consideration;

Kilbourn Snow, Chairman Concord Planning Commission

Concord Fire Board Minutes – December 16, 2020

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

Board Members Absent: None

Other Present: None

The Virtual Fire Board Meeting was held on December 16, 2020. Meeting was call to order at 6:00 pm. The Pledge of Allegiance was honored, a quorum declared and agenda approved. Minutes for the November 2020 meeting were approved. Lauer made a motion to approve the minutes. Clark supported. Motion carried.

Chief's Agenda:

Review of runs for the month of November 2020: 9 Runs (9 Township, 3 Village, 4 Mutual Aid & 2 training) with a payroll of \$2,715.00.

Review of bills for November 2020

Dues & Training – 75.00

Internet/phone – 85.59

Electric – 69.13

Natural Gas – 29.73

Water/Sewer/Garbage – 119.74

Equipment Maintenance – 19.98

Capital Expense – 19,000

Total Bills Paid: \$19,399.17

Fire Stabilization report showed \$161,444.08 at the end of November 2020.

Old Business:

None

New Business:

Mosher reported that there is a possibility of Labor Merger between Concord Fire Department and Pulaski Fire Department. Pulaski has some personnel problems and seems they can't always show up for calls. Discussion on charging them for equipment and manpower. Lloyd is going to take the suggestion to Pulaski for their approval.

Mosher also reported that they had 3 quotes for trucks to replace Engine 1. It will cost anywhere from \$260,000 to \$380,000. He will report back in January on financing for the replacement truck.

Mosher also reported that there has been 52 COVID 19 cases in the Concord area.

Next meeting is to be held on January 20, 2021 at 6:00 pm. Clark made a motion to adjourn. Lauer supported. Motion carried. Meeting adjourned at 7:02 pm.

Submitted by:

Judy Clark, Secretary

Concord Fire Department
Incident Summary Listing

November 2020

<u>No.</u>	<u>Date</u>	<u>Time</u>	<u>Type of Run</u>	<u>Address</u>	<u>Municipality</u>	<u>Amount</u>
F20-231	11/1/2020	1203	PDA	10944 Spring Arbor Rd	TWP	\$180.00
TRAIN	11/2/2020	1900	Training	428 Homer Rd	TWP/ Village	\$360.00
F20-232	11/3/2020	1937	Fire Alarm-False Alarm	293 2nd St	Village	\$135.00
R20-233	11/4/2020	1643	Emergency Medical	11887 Sears Rd	TWP	\$75.00
F20-234	11/6/2020	1922	Mutual Aid- Combine Fire	Vanvert & Hanover Rd	Pulaski Twp	\$337.50
F20-235	11/7/2020	2134	Mutual Aid- Cancelled Enroute	2553 Wendover Rd	Spring Arbor Twp	\$165.00
F20-236	11/10/2020	1218	Traffic Hazard	10711 Warner Rd	TWP	\$75.00
F20-237	11/14/2020	353	Mutual Aid- Structure Fire	3498 Wellman Rd	Parma Twp	\$337.50
R20-238	11/14/2020	2139	Assist JCA	2226 Albion Rd	TWP	\$90.00
R20-239	11/15/2020	1519	Emergency Medical	114 w Center St	Village	\$60.00
F20-240	11/15/2020	2231	Traffic Hazard	M60 & Homer Rd	TWP	\$90.00
R20-241	11/22/2020	104	Emergency Medical	4743 Riverbend Dr	TWP	\$45.00
F20-242	11/22/2020	951	MVA	King & N Concord	TWP	\$180.00
R20-243	11/23/2020	1527	Emergency Medical	501 Homer Rd Apt 4	Village	\$75.00
TRAIN	11/23/2020	1900	Training	428 Homer Rd	TWP/ Village	\$240.00
F20-244	11/25/2020	1011	Structure Fire	11035 Erie Rd	TWP	\$105.00
R20-245	11/29/2020	120	Emergency Medical	4743 Riverbend dr	TWP	\$75.00
F20-246	11/30/2020	726	Mutual Aid- Structure Fire	1969 Westbrook Dr	Spring Arbor Twp	\$90.00

					Village Total Cost	\$270.00
					TWP Total Cost	\$915.00
					Twp/ Village	\$600.00
					Mutual Aid	\$930.00
					Total	\$2,715.00
3			Twp Medicals			
2			Village Medicals			
2			Vehicle Accidents(Twp.)			
0			Vehicle Accidents(Village.)			
0			Village Fire calls			
1			Public Service Assist- JCA---PD			
1			Twp Fire calls			
3			Mutual Aids			
1			Cancelled Enroute			
2			Training			
1			False Call			
2			Hazard/ Weather			



CONCORD BLOTTER - *DECEMBER 2020*



Jackson Co. Sheriff's Office Report - Concord Detachment D E C E M B E R 2020

PATROL DAYS IN DECEMBER: 23

PATROL HOURS WORKED : 184

TOTAL DISPATCHES:	58
Concord VILLAGE:	26
Concord TOWNSHIP:	24
Calls OOA (Out of Area / Back-up)	8

	<i>Village</i>	<i>Township</i>	<i>TOTAL</i>
Calls for Service	26	24	50
Through 911 Dispatch	11	11	22
Thru Local Means	13	8	21
On Patrol	2	5	7
Traffic Stops	6	5	11
Citations	2	0	2
Verbal Warnings	4	3	7
Motorist Assists	0	2	2
FULL Reports	5	2	7
CHARGE Packages	0	0	0
'Add Narratives'	20	12	32
Full Custody Arrests	0	0	0
Citation Arrests	1	0	1
Warrant / Admin. Arrests	0	1	1
CIVIL CITATIONS	0	0	0
Charges AUTHORIZED	0	0	0
Charges DECLINED	0	0	0
Prop. & Vacation checks	7	14	21
PARKING TICKETS	0	--	0
COURT Appearances	0	0	0

<i>Type of complaints</i>	<i>Village</i>	<i>Township</i>	<i>TOTAL</i>
Larceny Complaints	3	1	4
Simple Assaults	0	0	0
Fraud / I.D Theft Complaints	2	0	2
Verbal Arguments	1	0	1
Domestic Situations	2	2	4
MDOP Complaints	0	1	1
Traffic Crashes	2	1	3
Animal Complaints (Conservation)	0	0	0
Child Custody / CPS Complaints	1	0	1
Trouble w/ subjects / Harassment	3	1	4
Traffic Issues (Trees, lines)	2	4	6
Illegal Dumping Complaints	0	1	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)	1	0	1
B&E (Burglary)	0	0	0
Personal Welfare Checks	2	4	6
Peace Officer / Neighbor Disputes	1	1	2
Lost/Found Property	0	0	0
Tagged vehicles (48 hrs to tow)	0	1	1
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	2	4
Runaway Juveniles	0	0	0
Threats	1	0	1
Weapons Complaints	0	0	0
Property Checks w/ inc. numbers	1	2	3
Stolen Vehicles (UDAA's)	0	0	0
Sexual oriented crimes	1	0	1
<i>Backup unit elsewhere</i>			8



OFF DUTY POLICE RELATED CALLS

((These are phone calls, text messages or chat conversations about police related needs while I' m NOT on duty))

4 Village / 8 Township - 12 TOTAL...

CALLS OF NOTE



12/4- Responded to the area of Mann Rd. and Cornell Rd. for a minor farming incident. A semi-truck hauling a load of corn took the turn too wide, causing the cab to leave the roadway and the loaded trailer to crimp and twist. A second trailer was brought in and the corn had to be transferred from one trailer to the other before that initial trailer could be hauled away... In a shocking act of complete and utter stupidity, a trio of local trouble-makers arrived on-scene and attempted to goad the farm employees into a physical altercation. The farm employees took the high road and additional police units convinced the trio to leave the area and return home.



12/5- At app. 1:00am in the 300 block of Hanover St, a vehicle left the roadway and crashed into a main Consumers power pole, nearly snapping it in half, before leaving the scene. The subject's vehicle was ultimately located, the subject was identified and the appropriate citations were issued. The utility pole was replaced.



12-20- A utility trailer containing a flat-bottom fiberglass boat was stolen from the storage lot along Railroad St.



12/22- BLIGHT contact at 5342 and 1610 Albion Rd. Follow-up to continue.



12/23- I responded to an address on S. Main St. for a child custody dispute between parents.



12/23- I assisted two other patrol units on domestic disturbance calls in Pulaski Twp. One on Pulaski Rd. and the other on Watson Rd.

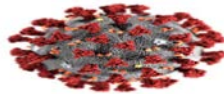


12/30- I responded to a larceny report on S. Parma Rd. in the township involving an empty box trailer stolen from a vacant home. I advised the trailer owner to flood social media and, within a matter of hours, that

trailer popped up 'for sale' for \$150. The proper owner arranged to 'buy' the trailer back and recovered it without incident. The suspect - from Jackson City - was identified and charges will be filed



12/31- A custom wooden bench was taken from the Keefer Apartments. After a few phone calls containing the message 'just bring the damn thing back,' the bench was anonymously returned unharmed.



I had to serve an 8 day quarantine period in December (Concord hours covered by other deputies) due to a close-contact positive COVID-19 case. I never contracted the illness and, per protocol, had to remain isolated from my wife and other family members. EASILY the greatest 8 days of my life.

Deputy Larry Jacobson / Badge# 5606 - Concord Detachment



Jackson County Office of the Sheriff 2020 YEARLY REPORT:

CONCORD DETACHMENT

Total days worked 2020: 260

Total hours worked 2020: 2,080

2020

Total Dispatches: 630

((Up 21 from 2019))

Concord Township: 279 ((Up 19 from 2019))

Concord Village: 267 ((Down 5 from 2019))

As Backup Unit or calls out of the area: 84

Through the 911 Dispatch System

Concord Township: 168

Concord Village: 97

Through Other/Local means (such as calls into the various offices)

Concord Village: 170

Concord Township: 111

	<u>Concord Village</u>		<u>Concord Township</u>		<u>TOTAL</u>
Traffic Stops	156	(-6)	116	(-32)	272
• Citations	36		16		52
• Warnings	103		89		192
• Motorist Assists	17		11		28
FULL REPORTS	34	(+5)	38	(+8)	70
Prosecutor Charge Packages	8		11		19
'Add Narrative' Documentation	180		146		326
In-Custody FULL Arrests	2		1		3
Citation Issued Arrests	3		4		7
Warrant / Admin. Arrests	3		4		7
Civil Citations	9		6		15
Charges Authorized	1		6		7
Charges Declined	3		6		9
Property / Vacation Checks	135		145		280
Ordinance Visits	82		50		132
Parking Tickets	6		--		6
Court Appearances	2		4		6

	<u>Concord Village</u>	<u>Concord Twp.</u>	<u>TOTAL</u>
Traffic Crashes	16	37	53
FRESH Ordinance Comps.	29	22	51
Susp. Situations (BOL'S)	24	21	45
Traffic Issues (Trees/Lines)	11	30	41
Domestic Situations	17	22	39
Conservation (Animals)	15	19	34
Trouble w/ Subjects (Harassment)	21	13	34
Personal Welfare Checks	18	13	31
Larceny Complaints	21	6	27
Peace Officer Complaints	9	11	20
Fraud / I.D Theft	11	7	18
Verbal Arguments	11	7	18
Assist Fire / Medical (Misc.)	10	7	17
Property / Security Checks	6	9	15
Alarms	8	7	15
Tagged (48 Hr.) Vehicles	7	7	14
MDOP Complaints	5	4	9
Child Custody (CPS)	4	5	9
Illegal Dumping	2	6	8
VIN Inspections	3	3	6
Noise Complaints	3	3	6
Trespassing Issues	1	4	5
Drug Complaints	3	1	4
Mental Evaluations	3	1	4
Threats Complaints	3	1	4
Simple Assaults	0	3	3
Landlord/Tenant Disp.	1	2	3
Lost / Found Property	1	2	3
Natural Deaths	0	2	2
Comp. Crimes & Scams	1	1	2
Stolen Vehicles	0	2	2
B & E (Burglary)	0	1	1
Runaway Juveniles	1	0	1
Weapons Comps.	1	0	1
Sex Offenses	1	0	1

**RESOLUTION TO ALLOW RESIDENTS TO REQUEST BOARD OF REVIEW
CONSIDERATION OF PROPERTY TAX ASSESSMENTS VIA MAIL**

WHEREAS, the Michigan General Property Tax Act (Act 206 Paragraph 211.30(7)) now provides that residents can protest their assessments via mail,

WHEREAS, it is Concord Township's desire to accommodate all residents, and

WHEREAS, it is not practical for all residents to appear in person before the Board of Review due to illness, disability, or travel, and

NOW, THEREFORE, BE IT RESOLVED, that the Concord Township Board grants residents the right to request Board of Review consideration of their assessed and taxable property values by mail. All requests must contain the owner's name, physical address, the tax identification number of the property, telephone number and the specific request of the owner regarding the assessment in question.

The above resolution was approved at a regular meeting of the Concord Township Board held on Monday, January 11, 2021, at which time the motion was made by Clark supported by Bohl.

Roll call vote:

Ayes – Clark, Dishaw, Colburn, Bohl and Cavasin.

Nays – Nays.

RESOLUTION WAS DECLARED ADOPTED BY THE SUPERVISOR.

Sheryll A. Dishaw, Clerk

Date: January 12, 2021

**RESOLUTION TO SET AN ALTERNATE DATE
FOR THE MARCH BOARD OF REVIEW
FIRST TAXPAYER APPEAL MEETING**

WHEREAS, the General Property Tax Act, MCL 211.30, requires the Board of Review to meet on the second Monday in March to hold its first meeting for taxpayer appeals; and

WHEREAS, MCL 211.3(2) allows the Township Board to authorize, by adoption of an ordinance or resolution, an alternative starting date in March when the Board of Review shall initially meet, which alternative starting date shall be the Tuesday following the second Monday of March; and

NOW, THEREFORE, BE IT RESOLVED, that March 9, 2021 the Tuesday following the second Monday of March has been selected as the first meeting date of the 2021 Board of Review by the Concord Township Board on January 11, 2021.

The foregoing resolution was offered by Bohl, supported by Colburn.

Roll Call Vote:

Ayes – Clark, Dishaw, Colburn, Bohl and Cavasin.

Nays – None.

Supervisor declared the resolution adopted.

Sheryll A. Dishaw, Clerk

Date: January 12, 2021

January 6, 2021

Concord Township Board Members:

Effective April 1, 2021 I will be resigning from my position as Concord Township Assessor.

Throughout my 27 years as a certified Assessor, 13 as the Deputy Assessor and then as the Assessor of Record for the Township the last 14 years, I have taken pride in my attention to detail and accuracy in updating the Township's database. I hope that I have helped the residents of Concord Township to understand the assessing process a little better. I strived to do my best in assisting them in their questions and needs.

The assessing process has under gone vast changes in the last 27 years, and at this time I find myself unable to give the position the time and dedication necessary to continue to do the best for the residents of the Township.

Therefore, please accept this letter and know that I will do everything I can to assist in the process of obtaining a new Assessor for the Township.

Sincerely;



Sheryll A. Dishaw

Cindy Franssen
293 Second Street
Concord, MI 49237

Al Cavasin
Concord Township Supervisor
Concord, MI, 49237

Dear Mr. Cavasin:

It is with regret that I tender my resignation from the Planning Commission, effective immediately.

I am grateful to have had this opportunity and I offer my best wishes for its continued success.

Sincerely,


Cindy Franssen
Planning Commission Concord Township

6 Jan 2021