

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

(517) 524-6804

July 13, 2020

Concord Township Board Meeting Agenda

- 1) Meeting called to order at 6:00 P.M.
- 2) Pledge of Allegiance
- 3) Minutes for June
- 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. 2020 Road Contract
- 9) Board Member Comments
 - a. Bush
 - b. Clark
 - c. Dishaw
 - d. Carr
- 10) Supervisor Comments



The Concord Township Board met on Monday, June 9, 2020 for a regularly scheduled meeting with social distancing rules implemented and masks being worn.

Members present were: Clerk Sheryll Dishaw, Treasurer Judy Clark, Supervisor Al Cavasin, Trustee Naomi Carr and Trustee Jim Bush.

Also present: County Commissioner Earl Poleski, Reporter Ken Wyatt, Guthrie Colburn, Kevin Bohl and Candidate Aaron Losey.

Supervisor Al Cavasin called the meeting to order at 6:00 pm and led the saying of the Pledge of Allegiance.

Minutes from the May meeting were approved by consent.

Public Comments:

- County Commissioner Earl Poleski updated the Board on the openings of the County Parks, Census reminder, the Police Contract being approved by the committee, happenings at the County Treasurer office and discussion by the County Commission on a racial equity policy.

The monthly bills were presented by Clerk Dishaw in the amount of \$ \$8,505.11. The bills were approved for payment by consent of the Board.

Reports:

- Treasurer Clark updated the Board on the May financial condition of the Township: Revenues for May were \$51,754.03 and expenditures were \$16,323.43. General Fund Balance was \$239,305.69, Road Fund was \$63,592.66 and the combined Cemetery Funds were \$39,510.69.
- Trustee Bush gave the May Fire Department Report. Bills were paid in the amount of \$16,340.66 which included payroll. April runs consisted of 13 total with 5 in the township, 6 in the village, 1 mutual aid and 1 training. The Stabilization Fund had a balance of \$160,369.37 as of May 31st. The SCBA Maintenance and Flow Tests have not been done because of the COVID 19 order. Fire Chief Lloyd Mosher had his yearly review and the Board agreed to keep him around for a while.
- Board members had copies of the Concord May Police Blotter for review. Total Dispatches were 49, with 30 in the township, 15 in the village and 4 out of area/backup. Calls of Note involved a fraudulent sale of a camper online, a juvenile taking his mother's car out on a joy ride, a pickup truck doing donuts in the new millings at the ballfield, deer/vehicle accidents, and tickets issues to drivers who failed to follow the road closed signs.
- Trustee Carr gave the June 3rd Planning Commission report: a committee has been formed to review the completion of the digitizing the Ordinance Codes,

discussion on a questionnaire to involve the community in updating the Master Plan, tiny homes and non-traditional storage units and how to address the issues being formed with the increasing traffic down the Kalamazoo River.

Reports were approved by consent.

Unfinished Business: None.

New Business:

- Public Hearing was held on the proposed 2020-2021 Budget. Brief discussion was held. Roll Call Vote: Ayes – Carr, Dishaw, Cavasin, Clark and Bush. Nays – None. 2020-2021 Budget was approved with projected revenues of \$403,018 and expenditures of \$403,018.

Board Comments:

- Carr – None.
- Dishaw – the Board received a nice thank you card from the family of Scott Clark for the flowers that were sent by Board members.
- Clark – None.
- Bush – None.

Supervisor Comments:

- Gave an update on road work being planned, on the Cornell bridge hopefully opening in August, still looking for funding for the Albion/Behling bridge and informed the audience that there JDOT had an app that could be downloaded to report potholes.
- The committee reviewing the digitizing of the Ordinance Codes have about 90% of the work completed.

Motioned by Bush, supported by Carr to adjourn at 6:27 pm. Motion was carried.



Al Cavasin, Supervisor

Date: June 9, 2020

June 30, 2020 TREASURER'S REPORT

BANK BALANCE	\$46,792.24
MONEY MKT	\$125,470.99
CD - 7113	\$119,590.69
	-----,-
	\$291,853.92
LESS ROAD FUNDS	\$63,592.66
GENERAL FUND BALANCE	\$228,261.26

CEMETERY FUNDS - RESTRICTED

COUNTY NATL - CEMETERY FD	7328	4130.9
COUNTY NATL - CHAPEL FD	4259	18249.02
COUNTY NATL - CEMETERY FD	7664	20419.52
COUNTY NATL - CEM FDS	TOTAL	42799.44

JULY 2020	
VENDOR	DESCRIPTION
AL CAVASIN	QUARTERLY ZONING INSPECTION REIMBURSEMENTS
ALLEGRA	SUMMER TAX PAPER AND ENVELOPES
BASORE INSPECTIONS	JUNE INSPECTIONS
BRIGHAM HARDWARE	GARBAGE BAGS
BURNHAM & FLOWERS	SUMMER TAX SEASON BOND
BURNHAM & FLOWERS	PROPERTY LIABILITY INSURANCE RENEWAL
BUTTERS EXCAVATING	MONTHLY FEE/TREE REMOVAL/FOOTERS
CONSUMERS ENERGY	JUNE USAGE FOR OFFICE
CREDIT CARD	POSTAGE FOR APPLICATIONS
D&D MAINTENANCE	YEARLY CLEANING OF OFFICE
DBI	CHAIR/FILE FOLDERS/PAPER/BINDER/LABELS
GREENSTONE FARM CREDIT	JULY RENT
JACKSON COUNTY TREASURER	JULY CONTRACT FOR POLICE
JKN CTY DEPT OF TRANSPORTATION	PARTIAL SUMMER CONTRACT WORK PAYMENT
JUDY CLARK	MILEAGE AND POSTAGE REIMBURSEMENT
JUDY COLLIER	REFUND OF OVERPAYMENT FOR INSPECTION
LESTER BROTHERS	MONTHLY PORTABLE TOILET CHARGE
MTA	2020-2021 MEMBERSHIP DUES
PETTY CASH	PAYING HELP FOR MOVING OFFICE FURNITURE
POST OFFICE	STAMPS FOR BALLOTS/CERTIFIED MAIL
PRINTER SOURCE PLUS	JUNE MAINTENANCE
SEMCO ENERGY	JUNE USAGE FOR OFFICE
SHERYLL DISHAW	CLERK & DEPUTY LUNCHEON/MILEAGE
THE SALESMAN	BUDGET AD
VILLAGE OF CONCORD	JUNE USAGE FOR CEMETERY
VILLAGE OF CONCORD	JUNE USAGE FOR OFFICE
VILLAGE OF CONCORD-FIRE	QUARTERLY PAYMENT
WOW	INTERNET & PHONE CHARGES
	TOTAL

AMOUNT
\$225.00
\$342.00
\$180.00
\$14.79
\$185.00
\$2,790.00
\$4,564.40
\$313.80
\$220.00
\$425.00
\$315.42
\$600.00
\$3,414.77
\$55,138.25
\$36.80
\$75.00
\$75.00
\$1,520.67
\$20.00
\$363.90
\$35.31
\$15.00
\$39.25
\$48.16
\$53.08
\$86.22
\$15,514.38
\$163.80
\$86,775.00

User: JUDY
DB: Concord

PERIOD ENDING 06/30/2020

GL NUMBER	DESCRIPTION	2019-20		YTD BALANCE 06/30/2020 (ABNORMAL)	ACTIVITY FOR MONTH 06/30/2020		AVAILABLE BALANCE (ABNORMAL)	% BDT USED
		AMENDED BUDGET	NORMAL		INCREASE (DECREASE)	NORMAL		
Fund 101 - GENERAL FUND								
Dept 000								
101-000-402.000	PROPERTY TAX REVENUE	66,500.00	67,895.30	0.00	0.00	(1,395.30)	102.10	
101-000-434.000	TRAILER FEES	200.00	220.50	38.50	0.00	(20.50)	110.25	
101-000-447.000	ADMINISTRATION FEE	28,000.00	32,114.06	0.00	0.00	(4,114.06)	114.69	
101-000-451.000	1 MILL - ROAD	75,000.00	82,173.75	0.00	0.00	(7,173.75)	109.57	
101-000-475.000	BUILDING PERMITS	10,500.00	12,600.00	2,175.00	0.00	(2,100.00)	120.00	
101-000-477.000	CABLE FRANCHISE FEE	800.00	674.88	0.00	0.00	125.12	84.36	
101-000-478.000	LIQUOR FEES	350.00	398.75	0.00	0.00	(48.75)	113.93	
101-000-502.000	STATE FUNDS	154,800.00	148,396.00	21,010.00	0.00	6,404.00	95.86	
101-000-503.000	STATE ED BILLING FEE	4,200.00	4,182.50	0.00	0.00	17.50	99.58	
101-000-573.000	STABILIZATION FUND (STATE)	0.00	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	0.00	
101-000-630.000	ELECTIONS	2,000.00	2,695.00	2,695.00	0.00	(695.00)	134.75	
101-000-631.000	LAND SPLITS	800.00	330.00	0.00	0.00	470.00	41.25	
101-000-657.000	POLICE FINES	0.00	0.00	0.00	0.00	0.00	0.00	
101-000-658.000	ORDINANCE FEES	100.00	100.00	0.00	0.00	0.00	100.00	
101-000-665.000	INTEREST	4,900.00	3,653.97	15.88	0.00	1,246.03	74.57	
101-000-665.001	SULLIVAN FUND INTEREST	0.00	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	0.00	
101-000-677.000	MISCELLANEOUS	3,000.00	929.28	626.88	0.00	2,070.72	30.98	
101-000-678.000	COMMUNITY PROMOTION PROCEEDS	2,500.00	2,311.61	0.00	0.00	188.39	92.46	
101-000-691.000	TO BALANCE BUDGET-USE OF FUND BALANCE	42,669.00	0.00	0.00	0.00	42,669.00	0.00	
101-000-693.000	SALE OF ASSETS	0.00	0.00	0.00	0.00	0.00	0.00	
101-000-699.151	CEMETERY	18,000.00	22,544.00	678.00	0.00	(4,544.00)	125.24	
Net - Dept 000		414,319.00	381,219.60	27,239.26	0.00	33,099.40		
Dept 101 - TOWNSHIP BOARD								
TOWNSHIP BOARD								
101-101-704.000	TOWNSHIP BOARD	3,120.00	2,470.00	260.00	0.00	650.00	79.17	
101-101-709.000	FICA	194.00	153.14	16.12	0.00	40.86	78.94	
101-101-711.000	MEDICARE	46.00	35.83	3.77	0.00	10.17	77.89	
101-101-801.000	ATTORNEY	1,650.00	1,055.00	0.00	0.00	595.00	63.94	
101-101-801.001	AUDIT	4,800.00	4,800.00	0.00	0.00	0.00	100.00	
101-101-802.000	OFFICE LEASE	7,200.00	7,200.00	600.00	0.00	0.00	100.00	
101-101-880.000	COMMUNITY PROMOTION	2,500.00	2,018.40	0.00	0.00	481.60	80.74	
101-101-911.000	PRINTING AND PUBLISHING	1,800.00	1,347.99	0.00	0.00	452.01	74.89	
101-101-915.000	CONFERENCES/TRAINING	(500.00)	(910.00)	0.00	0.00	410.00	182.00	
101-101-915.000	MEMBERSHIPS	2,178.00	2,101.90	0.00	0.00	76.10	96.51	
101-101-933.000	SOFTWARE MAINTENANCE AGREEMENT	0.00	0.00	0.00	0.00	0.00	0.00	
101-101-933.000	PROPERTY LIABILITY INSURANCE	3,500.00	3,368.00	0.00	0.00	132.00	96.23	
101-101-935.000	WORKERS COMPENSATION INSURANCE	100.00	72.00	0.00	0.00	28.00	72.00	
101-101-935.100	CAPITAL EXPENSES	14,750.00	14,726.06	0.00	0.00	23.94	99.84	
Net - Dept 101 - TOWNSHIP BOARD		(41,338.00)	(38,438.32)	(879.89)	0.00	(2,899.68)		
Dept 171 - SUPERVISOR								
SUPERVISOR								
101-171-703.000	FICA	10,000.00	9,999.96	833.33	0.00	0.04	100.00	
101-171-709.000	MEDICARE	620.00	620.00	51.67	0.00	0.00	100.00	
101-171-711.000	MEDICARE	145.00	145.00	12.08	0.00	0.00	100.00	
101-171-752.000	SUPPLIES	200.00	102.92	13.35	0.00	97.08	51.46	
101-171-791.000	SUBSCRIPTIONS AND PUBLICATIONS	0.00	0.00	0.00	0.00	0.00	0.00	
101-171-861.000	MIILEAGE REIMBURSEMENT	0.00	0.00	0.00	0.00	0.00	0.00	
101-171-911.000	CONFERENCES/TRAINING	400.00	0.00	0.00	0.00	400.00	0.00	
101-171-912.000	MEETINGS	240.00	0.00	0.00	0.00	240.00	0.00	
101-171-915.000	MEMBERSHIPS	25.00	25.00	0.00	0.00	0.00	100.00	

Fund 101 - GENERAL FUND

GL NUMBER	DESCRIPTION	2019-20 AMENDED BUDGET	YTD BALANCE 06/30/2020 NORMAL (ABNORMAL)	ACTIVITY FOR MONTH 06/30/2020 INCREASE (DECREASE)	AVAILABLE BALANCE NORMAL (ABNORMAL)	% BDC USED
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Net - Dept 171 - SUPERVISOR (11,630.00) (10,892.88) (910.43) (737.12)

Dept 215 - CLERK

101-215-703.002	CLERK	17,301.00	17,300.04	1,441.67	0.96	99.99
101-215-704.002	DEPUTY CLERK	3,000.00	1,266.00	67.50	1,734.00	42.20
101-215-709.000	FICA	1,259.00	1,151.05	93.56	107.95	91.43
101-215-711.000	MEDICARE	295.00	269.19	21.88	25.81	91.25
101-215-752.000	SUPPLIES	227.00	226.83	55.00	0.17	99.93
101-215-791.000	SUBSCRIPTIONS AND PUBLICATIONS	0.00	0.00	0.00	0.00	0.00
101-215-851.000	MAIL/POSTAGE	0.00	0.00	0.00	0.00	0.00
101-215-861.000	MILEAGE REIMBURSEMENT	178.00	82.62	17.25	95.38	46.42
101-215-911.000	CONFERENCES/TRAINING	0.00	0.00	0.00	0.00	0.00
101-215-912.000	MEETINGS	264.00	132.00	22.00	132.00	50.00
101-215-915.000	MEMBERSHIPS	0.00	0.00	0.00	0.00	0.00
101-215-933.000	SOFTWARE MAINTENANCE AGREEMENT	800.00	460.00	0.00	340.00	57.50

Net - Dept 215 - CLERK (23,324.00) (20,887.73) (1,718.86) (2,436.27)

Dept 223 - AUDITOR

101-223-801.001	AUDIT	0.00	0.00	0.00	0.00	0.00
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Net - Dept 223 - AUDITOR 0.00 0.00 0.00 0.00

Dept 247 - BOARD OF REVIEW

101-247-704.008	BOARD OF REVIEW	950.00	798.00	0.00	152.00	84.00
101-247-709.000	FICA	59.00	49.46	0.00	9.54	83.83
101-247-711.000	MEDICARE	14.00	11.58	0.00	2.42	82.71
101-247-861.000	MILEAGE REIMBURSEMENT	200.00	150.00	0.00	50.00	75.00
101-247-911.000	CONFERENCES/TRAINING	200.00	64.65	0.00	135.35	32.33

Net - Dept 247 - BOARD OF REVIEW (1,423.00) (1,073.69) 0.00 (349.31)

Dept 253 - TREASURER

101-253-703.003	TREASURER	17,301.00	17,300.04	1,441.67	0.96	99.99
101-253-704.003	DEPUTY TREASURER	100.00	90.00	0.00	10.00	90.00
101-253-709.000	FICA	1,259.00	1,078.18	89.39	180.82	85.64
101-253-711.000	MEDICARE	295.00	252.11	20.90	42.89	85.46
101-253-752.000	SUPPLIES	600.00	532.80	0.00	67.20	88.80
101-253-801.000	SUBSCRIPTIONS AND PUBLICATIONS	465.00	399.00	0.00	66.00	85.81
101-253-851.000	MAIL/POSTAGE	1,393.00	1,392.85	79.00	0.15	99.99
101-253-861.000	MILEAGE REIMBURSEMENT	1,427.00	674.03	46.00	752.97	47.23
101-253-900.000	PRINTING AND PUBLISHING	0.00	0.00	0.00	0.00	0.00
101-253-911.000	CONFERENCES/TRAINING	1,000.00	100.00	0.00	900.00	10.00
101-253-912.000	MEETINGS	150.00	54.25	0.00	95.75	36.17
101-253-915.000	MEMBERSHIPS	10.00	10.00	0.00	0.00	100.00
101-253-933.000	SOFTWARE MAINTENANCE AGREEMENT	1,600.00	744.00	0.00	856.00	46.50

Net - Dept 253 - TREASURER (25,600.00) (22,627.26) (1,676.96) (2,972.74)

Dept 257 - ASSESSOR 20,780.00 20,780.04 1,731.67 (0.04) 100.00

User: JUDY
DB: Concord

PERIOD ENDING 06/30/2020

GL NUMBER	DESCRIPTION	2019-20		YTD BALANCE 06/30/2020 NORMAL (ABNORMAL)	ACTIVITY FOR MONTH 06/30/2020 INCREASE (DECREASE)	AVAILABLE BALANCE NORMAL (ABNORMAL)	% BDCST USED
		AMENDED BUDGET	NORMAL				

Fund 101 - GENERAL FUND							
101-257-704.001	DEPUTY ASSESSOR	0.00		0.00	0.00	0.00	0.00
101-257-709.000	FICA	1,290.00		1,288.40	107.36	1.60	99.88
101-257-711.000	MEDICARE	302.00		301.32	25.11	0.68	99.77
101-257-752.000	SUPPLIES	200.00		190.91	0.00	9.09	95.46
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		684.40	8.25	30.60	95.72
101-257-900.000	MILEAGE REIMBURSEMENT	100.00		85.43	0.00	14.57	85.43
101-257-911.000	PRINTING AND PUBLISHING	0.00		0.00	0.00	0.00	0.00
101-257-912.000	CONFERENCES/TRAINING	205.00		175.00	0.00	30.00	85.37
101-257-915.000	MEETINGS	25.00		12.00	0.00	13.00	48.00
101-257-933.000	MEMBERSHIPS	265.00		265.00	0.00	0.00	100.00
	SOFTWARE MAINTENANCE AGREEMENT	1,200.00		1,061.00	0.00	139.00	88.42
Net - Dept 257 - ASSESSOR		(25,082.00)		(24,843.50)	(1,872.39)	(238.50)	

Dept 262 - ELECTIONS							
101-262-707.000	ELECTION WORKERS	3,300.00		1,304.00	0.00	1,996.00	39.52
101-262-709.000	FICA	190.00		38.70	0.00	151.30	20.37
101-262-711.000	MEDICARE	90.00		9.06	0.00	80.94	10.07
101-262-752.000	SUPPLIES	2,800.00		482.03	157.56	2,317.97	17.22
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		725.37	0.00	474.63	60.45
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		48.16	0.00	101.84	32.11
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
Net - Dept 262 - ELECTIONS		(7,730.00)		(2,607.32)	(508.11)	(5,122.68)	

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		1,591.77	71.74	908.23	63.67
101-265-810.000	PERMIT EXPENSE	0.00		0.00	0.00	0.00	0.00
101-265-852.000	INTERNET/PHONE	1,924.00		1,906.92	163.93	17.08	99.11
101-265-854.000	SERVER EXPENSES	1,800.00		989.84	0.00	810.16	54.99
101-265-918.000	UTILITIES	3,600.00		3,315.23	221.36	284.77	92.09
101-265-934.000	OTHER REPAIRS AND MAINTENANCE	1,776.00		1,776.00	0.00	0.00	100.00
101-265-985.000	CAPITAL EXPENSES	0.00		0.00	0.00	0.00	0.00
Net - Dept 265 - BUILDING & GROUNDS		(11,600.00)		(9,579.76)	(457.03)	(2,020.24)	

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	0.00

Dept 268 - PERMITS							
101-268-704.010	EMPLOYEE INSPECTOR	3,971.00		3,578.41	276.12	392.59	90.11
101-268-709.000	FICA	210.00		209.47	17.12	0.53	99.75
101-268-711.000	MEDICARE	49.00		48.99	4.01	0.01	99.98
Net - Dept 268 - PERMITS		4,230.00		3,836.87	307.25	403.13	90.04

REVENUE AND EXPENDITURE REPORT FOR CONCORD TOWNSHIP

PERIOD ENDING 06/30/2020

GL NUMBER	DESCRIPTION	2019-20		YTD BALANCE 06/30/2020	ACTIVITY FOR MONTH 06/30/2020 INCREASE (DECREASE)	AVAILABLE BALANCE	% BDC % USED
		AMENDED BUDGET	NORMAL (ABNORMAL)				
Fund 101 - GENERAL FUND							
101-268-752.000	SUPPLIES	1,200.00		134.16	0.00	1,065.84	11.18
101-268-810.000	CONTRACTED INSPECTORS	3,000.00		2,336.66	480.00	663.34	77.89
Net - Dept 268 - PERMITS		(8,430.00)		(6,307.69)	(777.25)	(2,122.31)	
Dept 301 - POLICE							
101-301-804.000	POLICE CONTRACTED SERVICES	41,000.00		40,877.79	3,414.77	122.21	99.70
Net - Dept 301 - POLICE		(41,000.00)		(40,877.79)	(3,414.77)	(122.21)	
Dept 336 - FIRE							
101-336-704.004	FIRE BOARD MEMBER	1,440.00		1,260.00	300.00	180.00	87.50
101-336-709.000	FICA	90.00		78.12	18.60	11.88	86.80
101-336-711.000	MEDICARE	21.00		18.27	4.35	2.73	87.00
101-336-807.000	CONTRACTED	61,310.00		61,307.52	0.00	2.48	100.00
Net - Dept 336 - FIRE		(62,861.00)		(62,663.91)	(322.95)	(197.09)	
Dept 446 - ROADS							
101-446-806.000	ROADS	95,001.00		95,000.76	0.00	0.24	100.00
Net - Dept 446 - ROADS		(95,001.00)		(95,000.76)	0.00	(0.24)	
Dept 567 - CEMETERY							
101-567-704.005	SEXTON	2,100.00		2,100.00	175.00	0.00	100.00
101-567-709.000	FICA	160.00		130.20	10.85	29.80	81.38
101-567-711.000	MEDICARE	40.00		30.48	2.54	9.52	76.20
101-567-752.000	SUPPLIES	100.00		49.96	49.96	50.04	49.96
101-567-807.000	CONTRACTED	41,400.00		41,382.30	3,442.40	17.70	99.96
101-567-808.000	BURIALS	0.00		0.00	0.00	0.00	0.00
101-567-918.000	UTILITIES	1,246.00		1,245.02	51.94	0.98	99.92
101-567-933.000	SOFTWARE MAINTENANCE AGREEMENT	348.00		344.00	0.00	4.00	98.85
101-567-934.000	OTHER REPAIRS AND MAINTENANCE	7,406.00		7,405.60	0.00	0.40	99.99
101-567-985.000	CAPITAL EXPENSES	0.00		0.00	0.00	0.00	0.00
Net - Dept 567 - CEMETERY		(52,800.00)		(52,687.56)	(3,732.69)	(112.44)	
Dept 701 - PLANNING							
101-701-704.009	PLANNING MEMBERS	4,500.00		3,225.00	375.00	1,275.00	71.67
101-701-709.000	FICA	280.00		199.95	23.25	80.05	71.41
101-701-711.000	MEDICARE	70.00		46.75	5.44	23.25	66.79
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	300.00		65.54	0.00	234.46	21.85
101-701-900.000	PRINTING AND PUBLISHING	500.00		475.72	0.00	24.28	95.14
101-701-911.000	CONFERENCES/TRAINING	750.00		188.00	0.00	562.00	25.07
Net - Dept 701 - PLANNING		(6,500.00)		(4,200.96)	(403.69)	(2,299.04)	
Dept 702 - APPEALS BOARD							
101-702-704.007	APPEALS BOARD MEMBERS	0.00		0.00	0.00	0.00	0.00

GL NUMBER	DESCRIPTION	2019-20		YTD BALANCE 06/30/2020	ACTIVITY FOR MONTH 06/30/2020		AVAILABLE BALANCE	% BDCI USED
		AMENDED BUDGET	NORMAL		NORMAL (ABNORMAL)	INCREASE (DECREASE)		

Fund 101 - GENERAL FUND

101-702-709.000	FICA	0.00		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	0.00
101-702-851.000	MAIL/POSTAGE	0.00		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	0.00
101-702-900.000	PRINTING AND PUBLISHING	0.00		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	0.00
Net - Dept 702 - APPEALS BOARD		0.00		0.00	0.00	0.00	0.00	

Fund 101 - GENERAL FUND:

TOTAL REVENUES	414,319.00	381,219.60	27,239.26	33,099.40	92.01
TOTAL EXPENDITURES	414,319.00	392,689.13	16,675.02	21,629.87	94.78
NET OF REVENUES & EXPENDITURES	0.00	(11,469.53)	10,564.24	11,469.53	100.00

Concord Township Planning Commission Meeting
1 July 2020

- I. Meeting called to order at 5:30.
- II. All stood for the Pledge of Allegiance
- III. Approval of the meeting agenda by Brian Kessman with second by Cindy Franssen.
- IV. Approval of May minutes by Brian Kessman with second by Naomi Carr.
- V. Approval of March Minutes by Cindy Franssen with second by Brian Kessman.
- VI. Business:
 - A. Al Cavasin, Cindy Franssen and Kilburn Snow had reviewed issues concerning with the digitation of ordinances. They were answered and returned for updating and review.
 - B. Discussion pertaining to the questionnaire to mail to the township residents. Kilburn Snow presented a sample that allowed answers to be in the yes/no format, while Cindy Franssen present questions requiring written responses. Both formats are now being combined for presentation at the next meeting, with the goal to be mailed out with the fall tax bill.
- VII. Meeting adjourned at 6:10
- VIII. Members present: Kilburn Snow, Brian Kessman, Cindy Franssen, Naomi Carr and Kevin Bohl.

Minutes submitted by Kevin Bohl

Concord Fire Board Minutes – June 17, 2020

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

Board Members Absent: Lauer

Other Present: NONE

The June 17, 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 May 2020 meeting were approved. Bush made a motion to approve the minutes with the correction of the date for the next meeting.. Meeks supported. Motion carried.

Chief's Agenda:

Review of runs for the month of May 2020: 21 Runs (15 Township, 4 Village, 1 Mutual Aid & 1 training) with a payroll of \$1,665.00

Review of bills for May 2020

Workers Comp – 893.57

Internet/phone – 81.41

Electric – 64.70

Natural Gas – 82.79

Water/Sewer/Garbage – 119.37

Equipment Repairs & Maintenance – 201.00

Capital Expense – 17,837.34

Total Bills Paid: \$19,280.18

Fire Stabilization report showed \$159,004.88 at the end of May 2020.

New Business:

Our meeting was held with social distancing of 6 feet apart and masks were worn by all with less than 10 people.

Chief Mosher asked that the Village and Township look at their respective ordinances for nuisance smoke. There have been several complaints in the Village and Township about smoldering fires and the smoke being a nuisance.

Douglas Safety did their inspections of SCBA's and there were 5 that needed to be retired. They took parts off of some of the ones that were retired and put on others to make them pass inspection. There are grants being written for new SCBA's as some point.

Air conditioner is ready to be installed and should be installed before the July meeting.

Next meeting is to be held on July15, 2020 at 6:00 pm. Bush made a motion to adjourn. Clark supported. Motion carried. Meeting adjourned at 6:27 pm.

Submitted by:

Judy Clark, Secretary

Concord Fire Department
Incident Summary Listing

May 2020

<u>No.</u>	<u>Date</u>	<u>Time</u>	<u>Type of Run</u>	<u>Address</u>	<u>Municipality</u>	<u>Amount</u>
F20-063	5/2/2020	1014	Ordinance Violation	110 W Center St	Village	\$45.00
R20-064	5/4/2020	1407	Emergency Medical	10101 King Rd	TWP	\$60.00
R20-065	5/5/2020	826	Assist EMS	11887 Sears Rd	TWP	\$60.00
R20-066	5/6/2020	1037	Emergency Medical	16607 Schultz Rd	TWP	\$105.00
R20-067	5/8/2020	1242	Emergency Medical	595 Albion Rd	TWP	\$105.00
R20-068	5/9/2020	2340	Assist EMS	3620 French Rd	TWP	\$75.00
R20-069	5/13/2020	2018	Assist EMS	12122 Cornell Rd	TWP	\$90.00
F20-070	5/15/2020	1053	Cancelled Enroute	211 Harmon St	Village	\$75.00
F20-071	5/15/2020	1517	Traffic Hazard	Hammond & Parsons	TWP	\$60.00
R20-072	5/15/2020	1936	Emergency Medical	12725 Erie Rd	TWP	\$75.00
TRAIN	5/17/2020	900	Training	428 Homer St	Twp/ Village	\$330.00
R20-073	5/19/2020	2352	Assist EMS	10805 Warner Rd	TWP	\$75.00
R20-074	5/20/2020	336	Assist EMS	1613 Albion Rd	TWP	\$60.00
R20-075	5/20/2020	1544	Emergency Medical	11887 Sears Rd	TWP	\$45.00
R20-076	5/21/2020	1154	Emergency Medical	214 Railroad St	Village	\$45.00
F20-077	5/21/2020	1347	Vehicle Accident (Mutual Aid)	M60 & 30 Mile Rd	Albion Twp	\$90.00
R20-078	5/25/2020	1216	Assist EMS	10935 Warner Rd	TWP	\$75.00
F20-079	5/27/2020	1503	Hazard In Roadway	Concord Rd & Warner	TWP	\$45.00
R20-080	5/28/2020	701	Lift Assist	3605 Albion Rd	TWP	\$30.00
R20-081	5/28/2020	753	Emergency Medical	4908 Parsons Rd	TWP	\$60.00
R20-082	5/29/2020	442	Assist EMS	202 Monroe St	Village	\$60.00

					Village Total Cost	\$225.00
					TWP Total Cost	\$1,020.00
					Twp/ Village	\$330.00
					Mutual Aid	\$90.00
					Total	\$1,665.00
6			Twp Medicals			
1			Village Medicals			
0			Vehicle Accidents(Twp.)			
0			Vehicle Accidents(Village.)			
1			Village Fire calls			
8			Public Service Assist- JCA—PD			
0			Twp Fire calls			
1			Mutual Aids			
1			Cancelled Enroute			
1			Training			
0			False Call			
2			Hazard/ Weather			

Fire Stabilization June 30, 2020

Beginning Balance 2020	137,614.73
January Interest	119.72
February Interest	180.67
March Interest	171.43
April Interest	139.08
May Interest	90.55
June Interest	48.65
July Interest	0.00
August Interest	0.00
September Interest	0.00
October Interest	0.00
November Interest	0.00
December Interest	0.00
Public Donations	50.00
1st Quarter Payments	31,028.38
2nd Quarter Payments	31,028.38
3rd Quarter Payments	0.00
4th Quarter Payments	0.00
Worker's Comp Refund	0.00
Cost Recovery Income	0.00
MML Refund (Liability +Property Pool)	0.00
Miscellaneous	17,005.00
Total Beginning Balance + Revenues	217,476.59
January Expenses	6,128.60
February Expenses	10,240.27
March Expenses	6,421.15
April Expenses	16,340.66
May Expenses	19,292.38
June Expenses	3,087.68
July Expenses	0.00
August Expenses	0.00
September Expenses	0.00
October Expenses	0.00
November Expenses	0.00
December Expenses	0.00
Total Expenses	61,510.74
Balance as of June 30, 2020	155,965.85



JACKSON COUNTY DEPARTMENT OF TRANSPORTATION

The Township of Concord hereby requests the Jackson County Department of Transportation (JCDOT) to improve the following road(s):

<u>Project Name - Location</u>	<u>Type of Work</u>	<u>Amount</u>	<u>Project No.</u>	<u>Date</u>
Cornell Rd, Densmore Rd, Eckert Rd, Kassack Rd, Schultz Rd, Wheeler Rd	Re-Gravel	See Scope of Work	TBD	6/24/2020

SCOPE OF WORK:
 JCDOT will provide roadside mowing, ditching to provide positive drainage where necessary, tree canopy trimming and unsound or insufficient culverts will be replaced as part of our local road maintenance program. 5" of new 23a gravel will be placed, shaped and compacted as part of this contract (approximately 5.7 miles).

ESTIMATED COST: (This is NOT a Bid). The project costs are **estimated** based on the proposed plan quantities and current cost. The plan quantities are subject to change due to actual field conditions. Costs are subject to change if the project is delayed due to (utility relocations, right of way, DNR Permits, weather, completion of prior project(s), etc.), and as JCDOT's costs change (wages, equipment rental rates, materials, overhead, etc). **The project cost is estimated as follows:**

Work or Material Description	Quantity	Unit Type	Unit Cost	Opinion of Cost
Cornell Rd	19,037	SYD	\$2.64	\$50,257.68
Densmore Rd	6,234	SYD	\$2.64	\$16,457.76
Eckert Rd	7,228	SYD	\$2.64	\$19,081.92
Kassack Rd	10,067	SYD	\$2.64	\$26,576.88
Schultz Rd	26,949	SYD	\$2.64	\$71,145.36
Wheeler Rd	4,091	SYD	\$2.64	\$10,800.24
				\$0.00
				\$0.00
				\$0.00
				\$0.00
				\$0.00
				\$0.00
				\$0.00
				\$0.00
				\$0.00
				\$0.00

Opinion of Probable Construction Cost:	\$194,319.84
Project Design, Testing, Inspection and Administration @ 8.5%:	\$ 16,517.19
Township Contingency @ 5% of Construction Cost :	\$ 9,715.99
Opinion of Probable Project Cost TOTAL:	\$ 220,553.02

MATCH COST: JCDOT is authorized to participate in Local Road Construction by County Policy #8590, and by Act 51 of P. A. 1951 247.662, Section 12, (15) which states "Michigan Transportation Funds may be expended for construction purposes on local roads only to the extent matched money from other sources....." JCDOT agrees to match in the amount of **FIFTY PERCENT** of actual cost, provided that sufficient funds are available for local road improvement projects. The township hereby agrees to match in the amount of **FIFTY PERCENT** of actual cost and will advance a good faith down payment of **FIFTY PERCENT** of the township match with the return of this signed contract.

Township Match:	\$ 110,276.51
Jackson County Department of Transportation Match:	\$ 110,276.51
Estimated TOTAL Project Cost:	\$ 220,553.02
Township ADVANCE AMOUNT:	\$ 55,138.25

Advance must be received before construction may commence.

PAYMENT OF COST: JCDOT will bill the township as the project proceeds. **Payment is Due Thirty days after the billing date.** Project costs not paid by Due Date will be subject to a Service Charge of Eight Percent per annum on the unpaid balance. If the bill exceeds the funds available from the Concord Road Millage, balance will be due upon next Road Millage collection.

<p>This agreement is approved by the Jackson County Department of Transportation on the ____ day of _____, 20____.</p> <p>Signed: Christopher J. Bolt, MPA, PE Asst. County Administrator & Managing Director, JCDOT</p>	<p>This agreement was approved by the Concord Township Board during their _____ meeting.</p> <p>Supervisor: _____</p> <p>Clerk: _____</p> <p>Treasurer: _____</p> <p>Trustee: _____</p> <p>Trustee: _____</p>
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CONCORD BLOTTER JUNE 2020



Jackson County Sheriff's Office Report - Concord Detachment J U N E 2 0 2 0

PATROL DAYS IN JUNE: 21

PATROL HOURS WORKED : 168

TOTAL DISPATCHES:	60
Concord TOWNSHIP:	29
Concord VILLAGE:	26
Calls OOA (Out of Area / Back-up)	5

	<i>Village</i>	<i>Township</i>	<u> </u>
<u><i>TOTAL</i></u>			
Calls for Service	26	29	55
Through 911 Dispatch	7	14	21
Thru Local Means	19	15	34
Traffic Stops	7	5	12
Citations	2	0	2
Verbal Warnings	3	2	5
Motorist Assists	2	3	5
FULL Reports	3	2	5
CHARGE Packages	0	1	1
'Add Narratives'	16	13	29
In-Custody Arrests	0	0	0
Citation Arrests	0	0	0
Warrant / Admin. Arrests	1	0	1
CIVIL CITATIONS	0	1	1
Charges AUTHORIZED	0	0	0
Charges DECLINED	0	0	0
Prop. & Vacation checks	8	14	22
Ordinance Visits	11	8	19
PARKING TICKETS	0	---	0
COURT Appearances	1	1	2

911 Dispatch took 9 Concord calls in May when I was NOT on-duty... 5 occurred after I'd gone home for the day and 4 came in on one of my off-days.

<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	1	0	1
Verbal Arguments	2	1	3
Domestic Situations	1	1	2
MDOP Complaints	1	0	1
Traffic Crashes	2	3	5
Animal Complaints (Conservation)	0	0	0
Child Custody / CPS Complaints	0	1	1
Trouble w/ subjects / Harassment	4	0	4
Traffic Issues (Trees, lines)	3 *	11	14
Illegal Dumping Complaints	0	0	0
Trespassing Issues	0	0	0
Alarms	0	1	1
Drug Complaints	0	0	0
Suspicious Situations (BOL's)	0	1	1
Mental Evaluations / Assists (Fire)	2	1	3
B&E (Burglary)	0	0	0
Personal Welfare Checks	1	0	1
Peace Officer / Neighbor Disputes	0	0	0
Lost/Found Property	0	0	0
Tagged vehicles (48 hrs to tow)	1	1	2
VIN Inspections	0	0	0
Natural Deaths	0	0	0
Computer Crimes & Scams	0	1	1
Noise Complaints	0	0	0
Misc. Driving Complaints	0	0	0
Landlord / Tenant Disputes	0	0	0
Ordinance Complaints (NEW)	3	4	7
Runaway Juveniles	0	0	0
Threats	0	0	0
Weapons Complaints	0	0	0
Property Checks w/ inc. numbers	2	1	3
Stolen Vehicles (UDAA's)	0	1	1
<i>Backup unit elsewhere</i>			<i>5</i>

(*) indicates the night of the storm – 3x 911 calls but there could have been 20!



OFF DUTY POLICE RELATED CALLS

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

13 Village / 8 Township – 21 TOTAL...

CALLS OF NOTE



On 6/10 Stephen King's '*Storm of the Century*' roared through Concord. At one point, ALL entry and exit points from the village were blocked. I may or may not have told people that aliens were behind it all. (In my call list it shows 3 calls for downed lines or trees, but that's because I told dispatch I didn't need individual calls for each one. If I drew a number for every tree, limb or line down in the village, it would have been upwards of 30.)



On 6/12 I handled a larceny complaint at the gravel pit in the village involving Miller Pipeline, which stores equipment back there while working locally. Suspects simply backed a truck up to the fence line, dragged what they could (a generator, tools, etc) from the pit area and then hoisted them over the fence. App. \$10,000 in equipment was taken. No video, no witnesses, no anything - and it was probably completed in under 10 minutes.



On 6/19 I responded to a larceny complaint on N. Concord Rd. A resident had some aluminum and other scrap metal BEHIND his barn and invisible from the road. Suspects simply pulled a vehicle up, piled the metal in the back and drove off.



On 6/21 there was a fight in the parking lot of the Quick Mart involving app. 6 local youths (from Hanover, Pulaski and Concord. The bane of our existence, social media, was primarily responsible and I've spoken to both parties multiple times about where this was going. One youth suffered a concussion and a broken nose after having his face smashed into a vehicle's window and the young man who did it was arrested and charged with felonious assault.



On 6/25 a tanker truck driver cruising through Concord suffered a heart attack. He was able to move the truck onto the shoulder and was ultimately transported to the hospital.



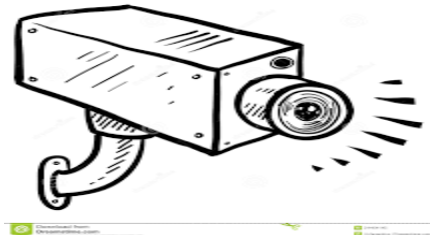
On 6/26 I handled a stolen motorcycle complaint in the township. A resident left his Harley-Davidson outside by his barn and overnight someone popped the clutch, coasted it down the driveway and into a waiting truck.



On 6/30 a subject did some donuts and at Gottschalk Park in the fresh millings and tore some divots in the grass. In the easiest case I've ever worked, a suspect was identified and quickly confessed to the stupidity. Repairs will be made and monitored by Jason B.



Multiple calls in June about canoe and kayak enthusiasts entering the rivers on private property. Most of the property owners don't really mind, but the subjects are leaving empty beer bottles, garbage and even dirty diapers behind. Come on, humans!



A common theme in these larcenies is the need for cameras or surveillance systems at your home or businesses! I know they can be expensive, but these crimes are occurring EVERYWHERE and without photos or footage we are almost powerless to do a darn thing.

Police investigations are changing, as are the courts, and those pictures and that video is a MUST now! For example, the crime lab in Lansing is NOT testing for DNA on property crimes. If someone steals something from you and drops a cigarette or leaves a fingerprint, it's useless on property crimes. Invest the money and get a video camera system to protect your family and your valuables.

In the Concord larcenies in June, we know these suspects visited these places during daylight hours and came back at night to commit the theft. Only by working collaboratively can we find these idiots!

Deputy Larry Jacobson / Badge# 5606 – Concord Detachment

