

IRVING TOWNSHIP

EST. 1839

BOARD MEETING AGENDA – September 19, 2023

Call Meeting to order

Pledge of allegiance

Roll Call

Approval of agenda

Clerk's minutes – August 15, 2023

Public Input (**3 minute limit**)

Unfinished Business

- Update on new parking lot
- Cemetery building – Day of Caring
- Update on fiber internet for township
- Township hall main floor repair quotes
- Code of conduct policy
- Township parking lot light
- Sisson Road update
- BIRCH update
- Tree at township quote
- Snowplowing quote

New Business

- Thornapple Township invoice to disburse
- Township map proposal
- BIRCH contribution request

Reports: Fire Reports/Commissioners/Cemetery Sexton/Assessors

Treasurer's report

Pay bills

Public Input (**3 minute limit**)

Board Members Comments

Upcoming Dates: October 17, 2023 – Township Board Meeting 6:30pm

GUIDELINES TO PUBLIC COMMENT

Public comment is welcome and appreciated. Please follow these simple guidelines to ensure all have an opportunity to be heard. All comments and questions will be made through the supervisor. All comments will be made in a courteous and civil manner, profanity and personal attacks will not be tolerated. Please limit the length of your comments to 3 minutes. If you are a member of a group, please appoint a spokesman on behalf of a group (those speaking on behalf of a group may be provided additional time). Please state your name before offering comment.

DRAFT – IRVING TOWNSHIP BOARD MEETING (ABRIDGED) MINUTES
September 19, 2023

Pledge of Allegiance

Roll Call – Present – Doug Sokolowski, Dean Bass, Jamie Knight, Mike Buehler, Sharon Olson. Public total – (14).

Sokolowski, move the Birch update to “New Business” combining it with Birch Contribution.

Motion by Knight, seconded by Bass. Approve agenda with the Birch correction.
All in favor, “Aye”. Opposed, none.

Motion by Sokolowski, second by Knight, approve Minutes of August 15. All in favor, “Aye”. Opposed, none.

Public Comment. None.

Unfinished Business

Parking lot completed and is presently be used by the fiber company. Sokolowski, suggested additional signage to prevent overnight parking. No action.

Cemetery and Day of Caring project. Knight, extended gratitude to JD & Lani Forbes, Mike Buehler, Toby DeGroot for the work that they did at the at the cemetery. Premier Roofing rebuilt the roof. Forbes installed new door, and he was on hand to answer any questions that the roofing crew had. He went and got supplies that were needed. Mike got quotes, returned materials, used his dump truck to dump materials. Exterior holes were patched and building painted, no need for siding. Gutters to be installed later. Terrific job by all.

Fiber update. No new news, except cut office phonelines.

Township Hall Main Floor Repair Quotes. Sokolowski, spreadsheet prepared of the three vendors. Missing detail on what is required from Interior Woodworking.

Overall, the project is larger than originally planned. If we do remove this platform, which I believe we agreed we were going to do, the baseboard heat vents need to be lowered to the floor level. We then need to do a drywall repair above the baseboard heats because some of these are right to the wall. This was not initially considered. This adds to the project and adds painting. To do all the work, we are looking at \$29,500, which we have planned to use ARPA funds. Discussion between board members regarding project and vendors.

Motion by Olson, seconded by Sokolowski, to move forward with main floor renovation not to exceed \$30,000. Roll call, Buehler – No, Bass – No, Knight – No, Sokolowski – Yes, Olson – Yes. Motion failed.

Code of Conduct Policy, recommended by auditor, MTA and Attorney. Sent to attorney for review. The policy presented is the attorney approved version. This policy represents a pathway to handling conflict. Bass indicated not fond of this type of policy, there is nothing in here that is going to solve anything. I can't support it.

Motion by Sokolowski, seconded by Knight, we adopt the policy, (with the spellcheck) as we said that we would adopt. All in favor, "Aye". Opposed, Bass. Motion carried.

Township Parking Lot Light, Lydy Electric came out and adjusted the lighting. No new complaints. In addition, discussion with Lydy Electric regarding interior lighting and the immediate need to repair/replace main floor lighting. Secure quotes LED lighting, regular.

Knight, Lorraine Bush brought to our attention the need to have signs on Sisson Road. Knight spoke to the Road Commission. This Board does not decide where to put signs, it is the Road Commission's job. According to RC, additional signage is not warranted. Repair of the drainage issue has taken place. Bush reports, securing a sign for hidden driveway for their property on Sisson Road.

Tree update. Motion by Knight, seconded by Buehler to accept Hickory Tree bid to remove the dead limbs and clean up debris of large tree by drive of Irving Township for \$700. Roll call "Yes", Bass, Buehler, Sokolowski, Olson, Knight. "No" none.

Snowplowing Skyline Retiring, Goggins Construction taking over routes. Price is \$70 per plow of main, and \$75 per plow, secondary requiring a 24-hour notice. Knight said, she asked for other quotes, but no one else was interested in quoting.

Motion by Knight, seconded by Sokolowski, accept Goggin Construction bid for snow plowing 2023-2024 Winter season. Roll call, "Yes" Buehler, Knight, Sokolowski, Olson, Bass. "No" none.

New Business

Thornapple Township – Invoice, 3629 and 3641, each at \$11,731. Sokolowski, we get six (6) payments a year. These are payments 4 and 5.

Motion by Sokolowski, seconded by Knight, to pay the two invoices to Thornapple total, \$23,642 from our account fund #206. Roll call, "Yes", Sokolowski, Bass, Knight, Buehler, Olson. "No" none.

Motion by Sokolowski, seconded by Olson, to secure (2) maps, 24" x 36", one by section, one by parcels of Irving township a total cost \$330. Vendor Barry County. Note, survey company wanted \$1,000. Roll call, "Yes", Buehler, Bass, Sokolowski, Olson, Knight. "No", none.

Birch Update. Sokolowski, Birch contract states that we must give one-year notice to be released from the Birch contract. The request was made at the recent Birch meeting. The Birch members denied the request. Sokolowski, my recommendation is that we give Birch notice now. Making this decision gives us time to make a decision based on the activities of the Birch board and how they're going to improve

the governance model. Again, this is just giving them the notification so we can take into account for next year's budget. If we don't give them the notification, we will still be required to give a year's notice.

Mark Jordan, fire chief recognized need to update equipment. Hastings has purchased engine. Birch has purchased a new fast response vehicle and the old fast response vehicle Hastings will pay to convert to a rescue rig. Birch also They need a combination pumper and tanker. To make the purchase, Birch will have drained their accounts. Birch is asking the townships to pick up the shortage of \$160,000. Irving is asked to contribute \$15,261. (See attached)

In addition, except for Irving Township, none of the other townships pay even one (1) mil towards their fire protection. We pay 1.05 mils, Hastings .9 mils, Rutland township .8 mils. For Irving Township, if we make this contribution of \$15,261, we will be close to paying 1.56 mils. In addition, we gave \$21,000 to Birch which brings our total to 1.9 mils this year for fire protection from Birch which is greatly more than any of the other townships.

Another factor, as of last week, SOM awarded grants to each township for fire protection. Our \$10,000 grant was awarded to Thornapple because they protect more than 50% of our taxable value. The other townships \$10,000 totaling \$40,000 went to Hastings. The board is deciding one of three options: vote to put that money back into the Birch account, vote to take that money back to their townships, or vote to have Hastings hold on to that money and give a reduction in next year's bill. Sokolowski, these are the facts. I wanted to the Board to be aware prior to making a decision on the \$15,261 request.

Bass, until we decided if we divorce ourselves from Birch or continue with Birch, I think we should pay the money.

Motion by Knight, seconded by Bass, we provide \$15,261 to Birch. Roll call, "Yes", Buehler, Knight, Bass, Olson. "No" Sokolowski.

Sokolowski, going forward I see a need to have a set mandatory millage for all townships. If Birch is looking to buy a new engine in 2026, that millage should be around 1.25. Birch is in a tough situation, and I feel it's a combination of both Hastings and Birch lack of foresight. The situation today is that 4-5 pieces need to be placed all at once. In addition, if hard decisions are not made at the upcoming Birch meeting on Thursday, we'll find ourselves in the same position 2 years from now.

Mark Jordan, Birch Fire Chief, I understand your concerns. I have been here only a couple months. In summary, we are working on the equipment. We just hired six new staff. We are looking into funding. I think it is too soon to decide to leave Birch. Give me, us a chance to continue to put the program together. A lot will come from the Birch Board's decisions next week. There are a wide range of options.

Birch Notification - Sokolowski, I agree with the chief and with the audience that it's premature and had the Birch Board voted to give us an exception on the notification, I wouldn't be asking for us to give notification right now. By giving notification, we start that clock ticking, and we can still change our mind.

Motion by Sokolowski, **no second**, to notify Birch that we intend to leave. Motion failed.

Reports: Thornapple, Birch, Freeport, attached. No cemetery or Assessor report.

Congratulations to Lani Forbes, 25-year anniversary! I was 12 when I started.

Sokolowski, when Chief Jordan mentions about Hastings buying another engine. The vendor had offered a multi engine discount. Hastings City gave that discount 100% to Birch. The discount was \$22,000 on the pumper tanker.

Commission Report. Smelker, the judges appointed Cindy White, Clerk, when Pam Palmer retires at end of the month. Most of meeting was about Solar Farms. Most I agree with that there needs to be ordinance or regulations going forward. We're working on the 2024 to 2026 budgets. Will advise when the date is set for public hearing. Selected a new Transit Director, Mary Bassett.

Treasurer Report. The report shows the current balances that we have. The net change is that we're down 154,692. We had two big bills come due, Barry County Road commission, each in the \$130,000 range. The balances will be back up after winter tax deposits.

Working with Union Bank to fix some of the rates that we have with them. We should have positive news by next meeting. Interest earned to date, from April, \$15,836 on or money.

And then you can see the receipt reports are attached. Obviously, the most receipts received are the taxes. They were all due on September 14. We still have a few trickling in, though. So, we're trying to be fair with our citizens with late fees and stuff.

Bill Payment list. Sokolowski, comment on Bloom and Sluggett, Board approved a certain amount of time to be spent on reviewing our policies. Bloom went over that time. We were billed for time Board approved only. Knight, Buehler returned about \$800 worth of materials for cemetery project. Debit of return amount should up in account.

Motion by Knight, seconded by Sokolowski, pay bills in amount of \$45,271.69. Roll call, "Yes", Bass, Buehler, Knight, Sokolowski, Olson. "No" none.

Public Input – Shelly Lake, keep your eyes and ears open regarding solar farms. Consumers Energy involved in the procurement of farmland for solar farms. There are several openings available on our county and commissioner boards, application deadline is September 25. The last thing is the election help. I am very interested if a position opens. I have been cleaning up voter rolls on a volunteer basis.

Vickie Bettit. Looking at Irving Township, I also wanted to comment on the solar panels, one of the things that people need to understand is we have an average of 100 days of sunshine that would generate solar power. These solar panels are being made in China and they're very difficult to get rid of once they're bad. If we lose 15,000 acres to solar, we lose corn growth. We would lose about 12 million in farming revenue a year. Just because it's in the master plan doesn't mean we need to do it. Just because Consumers have agreed to do all this solar stuff, doesn't mean every township needs to do it.

Just because the people at state of Michigan say we need to do this, doesn't mean it's good for Irving Township. We need to stand our ground. We need to feed ourselves. We need our farmland. It will also impact the cost of corn going forward if we lose that many acres of tillable ground and that is all they are going after, tillable ground.

Bass, Michigan solar footprint is 15% of available sunshine. Solar does not work well in Michigan. Even with reduced costs, it does not work well here.

Forbes, Day of Caring, 59 volunteers in Irving Township and a total of 550 volunteers countywide, Thursday, September 14 and Saturday, September 16. In those two days gave back about \$70,000 worth of value work.

Board member comments. Sokolowski, Birch Open House on our website for October. To be removed. Event to be done later.

Election Support, Olson, we are very close in population numbers to Rutland as far as managing elections and election files. They are staffed virtually full time. They also have the revenue to be able to pay people to be full time with retirement. We are trying to manage almost the same number of voters working a couple hours a week, because we have to have other jobs to work here.

Knight, Olson, discuss election specialist, appointee or 1099? Sokolowski, Knight 3 hours to discuss with attorney. Add to October agenda.

Shelley Lake has a spreadsheet of all clerk salaries in Barry County.

Knight, next Board Meeting, October 17, 2023.

Motion by Knight, seconded by Buehler adjourn meeting at 8:11 pm.

	Miller	Seeber	Interior Woodworking
1 Dumpster Rental-Not Needed	\$0.00	\$0.00	\$0.00
2 Remove Platform	\$800.00	\$1,200.00	\$3,000.00
3 Moving Furniture	\$450.00	\$350.00	Missing Scope
4 Removal of Old Flooring (Whole Level and Stairs)	\$21,760.00	\$18,232.50	Must Pick from Ericksons
5 Prep Floor	\$0.00	Incl Line 4	\$0.00
6 Install Vinyl Planking (Whole Level and Stairs)	\$0.00	Incl Line 4	\$0.00
7 Base Trim (Stairs / Room / Foyer / Closet)	\$2,575.00	Not Quoted	\$500.00
8 Add Railing / Fix Existing Railing	\$300.00	Doesn't Do	\$300.00
9 Add Banister	\$150.00	Doesn't Do	\$0.00
10 Moving Base Heaters	\$1,100.00	Doesn't Do	\$3,000.00
11 Fix Drywall by Base Heaters	\$450.00	Doesn't Do	\$0.00
12 Fix Side Windows	\$0.00	Doesn't Do	\$300.00
13 Paint, needed because of moving Base Heaters, Will Paint Entire Room and Foyer	\$2,000.00	Doesn't Do	\$0.00
	TOTAL \$29,585.00	\$19,782.50	\$24,500.00

Miller \$29,585.00 Prior Satisfactory Work, Has Not Keep Charging for Add-Ons, Did Extra Work at No Charge
Seeber \$19,782.50 Must Contract with Second Vendor
Interior Woodworking \$24,500.00 \$5,085.00 Lowest Cost, But Missing Scope, Need References

Miller Cost Reduced By IW Missing Scope \$3,050.00 \$26,535.00 \$2,035.00

Miller Custom Building
 10112 E. Carlton Center rd
 MI 48897

Estimate

Date	Estimate #
8/9/2023	60

Name / Address
Irving Township Hall 3425 Wing rd Hastings, MI. 49058

Project

Description	Qty	Rate	Total
# 5 Upstairs level	1	400.00	400.00
Dumster			
Remove front platform. L	1	800.00	800.00
Labor Only Moving furniture.	1	450.00	450.00
Removal of old flooring through out whole level and stairs. Prep floor.	1	21,760.00	21,760.00
Install vinyl plank flooring. entire upstairs, and stair well and landing. M/L			
Base trims. M/L	1	2,575.00	2,575.00
Railing by the flag, railing on the other side of stairs. M/L	1	450.00	450.00
If any question please call		Total	\$26,435.00

- Sanding
- Installation & Repairs

SEEBERS HARDWOOD FLOORING

Jamie Seeber
2235 Iroquois Trail
Hastings, MI 49058
269.838.2646

Estimate

Quoted To: Irving Township 3425 wing RD Hastings MI Douglas Sokolows

Remove Front Platform - \$1,200.00

Labor Moving Furniture - \$350.00

Carpet Removal Main Floor - .50¢ sqft \$975.00

Floor Prep (sand old glue to bare concrete) - 1.50¢ sqft \$2,925.00

install LVP Viking Rigid CORE XPC - \$2.85 sqft \$5,557.00

stairs Labor & Material (visual stair caps) \$1,950.00

Flooring Delivered on site - \$9,750.00

50% Deposit Required \$9,891.25

1 Full week to complete

8-30-2023

Total Estimate \$ 19,782.50

7490 N.Moe Rd.
 Middleville Mi.
 49333
 johnlip7@gmail.com

Interior Woodworking & Design

Interior Woodworking & Design

Invoice

Bill To: Irving Township Hall
 treasurer@irvingtownship.org
 3425 Wing Rd
 Hastings, MI, 49058-7507
 269-948-0633

Invoice No: 87
 Date: 09/13/2023
 Terms: NET 30
 Due Date: 10/13/2023

Description	Quantity	Rate	Amount
Take out stage and carpet	1	\$3,000.00	\$3,000.00
Remove and address two windows that have been covered.Does not include new windows	2	\$300.00	\$600.00
Reset heaters,remove and repair electric	1	\$3,000.00	\$3,000.00
Install brown rubber bass boards Material included	1	\$500.00	\$500.00
New LVT flooring you pick from Ericksons flooring installed	1,925	\$8.00	\$15,400.00
Stairs,risers and nosing complete	1	\$2,000.00	\$2,000.00
Added handrail	1	\$300.00	\$300.00
		Subtotal	\$24,800.00
		TAX 0%	\$0.00
		Total	\$24,800.00
		PAID	\$0.00
		Balance Due	\$24,800.00

15-AUG-A MOTION – First Floor Township Hall

The first floor of the township is in need of repair, the flooring in the main area, lobby and stairs is not only dated but in poor condition. This quote is to replace the flooring with a heavy-duty vinyl product.

Therefore, it is moved that the Township Board approve \$26,435 quote from Miller Custom Building and an additional \$2000 in contingency for a total of \$28,435. All funds to be taken from the ARPA funds.



Policy & Procedure:	Code of Conduct Policy
Version / Date:	V1, 15 August 2023
P&P Owner:	Supervisor
Required Approval:	Majority Vote of Board
Status:	Draft

TOWNSHIP RESOURCES

Township representatives shall not use public resources that are not available to the public in general, such as township staff time, equipment, supplies or facilities, for private gain, private purposes, personal purposes or political gain.

MAINTAINING THE INTEGRITY OF THE OFFICE

A township board member who intends to enter into an office or position that is incompatible with his or her township board office shall resign from township board office by submitting a letter of resignation to the township board stating the effective date of his or her resignation (*the last day he or she will hold township office*).

A township board member who intends to reside permanently outside the township shall resign from township board office by submitting a letter of resignation to the township board stating the effective date of his or her resignation (*the last day he or she will hold township office*).

TRUTHFULNESS

All information provided by township representatives will be truthful and complete. The township representative shall not knowingly make false or misleading statements, or use false or misleading information as the basis for making a decision.

CONFIDENTIAL INFORMATION

Township representatives shall respect the confidentiality of information concerning the property, personnel or affairs of the township. They shall neither disclose confidential information without proper legal authorization, nor use such information to advance their personal, financial or other private interests.

COMMUNITY DECISIONS

Community service is the prevailing role and responsibility in deciding matters of public policy and conducting township operations. All decisions shall consider the greater good of the entire community. The needs and concerns of the public, township officials and staff shall be monitored and considered in deliberations and decisions.

DEVELOPMENT OF PUBLIC POLICY

Policy decisions of board officials and appointees will be based on the merits of the issues, will consider diversity of opinions and, whenever possible, shall reflect consensus of participants. Board officials and appointees shall publicly share substantive information that is relevant to a matter under consideration by the board to provide the utmost transparency.

PUBLIC INPUT

Decisions made in an open meeting shall be accompanied by opportunities for public input as stated in policy and in compliance with the Open Meetings Act. Such comments are limited to the topic currently under consideration. These opportunities are in addition to the Public Comment periods.



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SUMMARY

The township board recognizes that to serve the community, township representatives (the township board, officials (elected and appointed), employees, and volunteers) must earn the full confidence of the Irving Township community. The residents and taxpayers expect, and are entitled to, a local government that conducts its affairs in a fair, ethical, transparent and accountable manner.

To accomplish this, the township board expects compliance with the following Code of Conduct:

- In conducting their official duties, township representatives shall observe both the spirit and intent of all applicable laws, township ordinances, and township policies and procedures.
- Township representatives shall act in a fair, impartial manner.
- Actions of township representatives shall be consistent with the township's best interests, rather than for personal gain.
- The township shall practice transparency in its affairs, unless there is a legal necessity for confidentiality.
- Civility and respect will be demonstrated in all governance processes and in the delivering township programs and services.

APPLICABILITY

The Code of Conduct includes the following components that shall apply to all township representatives.

IMPLEMENTATION

The Code of Conduct for the township is intended to be self-enforcing. It therefore becomes most effective when everyone is thoroughly familiar with the Code of Conduct, for this reason, it shall be included in the regular orientation for township representatives. Township representatives shall sign a statement affirming they have read and understood the Code of Conduct. In addition, the Code of Conduct shall be annually reviewed by the township board during the budgeting process. The township board shall consider recommendations for updates to the Code of Conduct and will update it as necessary.

COMPLAINT & ENFORCEMENT

The Code of Conduct expresses standards of ethical conduct expected for township representatives. Each person has the primary responsibility to assure that the Code of Conduct is understood and met, and that the public can continue to have full confidence in the integrity of government.

ESTIMATE

Hickory Ridge Tree
Service
7540 Buehler Rd
Freeport MI 49325
United States

Doug Callihan
6168134975
hickoryridgetree@gmail.com

FOR

Irving Township
3425 Wing Rd
Hastings MI 49058
United States

Estimate No.: **098**
Issue date: **9/8/2023**
Valid until: **9/22/2023**

DESCRIPTION	QUANTITY	UNIT PRICE (\$)	AMOUNT (\$)
OAK TREE	1	700.00	700.00
Trim oak tree on north side of township hall. Trim lower limbs to elevate overall crown. Clean up and rake affected area. Haul away all trimmings			

I was asked to professionally assess the tree for over all health. It's my opinion that the tree is in good health and does not need to come down. Also to hold off on trimming until November to insure that we protect and avoid promoting oak wilt

TOTAL (USD):

\$700.00

Goggins Construction

2602 Wildflower Dr Middleville, MI 49333

Contact: Tom Goggins
0880

Cell: 269-953-

Snowplowing Service Bid for:
Irving Township Hall
Jamie Knight
4455 Woodschool Rd.
Hastings, MI 49058

Snowplowing for Winter Seasons (2023-2024) will be performed and completed based on the provided specifications and according to the following terms and conditions:

-If two inches of accumulation is received by midnight, plowing will be completed by 7am.

-If two inches of accumulation is received after midnight, plowing will be completed as close to 7am as possible.

-Daytime snowplowing will occur in extreme conditions of five inches or more. Please keep driveway and lot accessible.

-Customer understands that plowing of particular locations may not clear the area to bare pavement and those slippery conditions may continue to prevail even after

plowing. Customer understands that GOGGINS CONSTRUCTION, assumes no liability for this condition. Customer agrees to defend and hold harmless the contractor for suit that may arise of this condition.

-Snow piles, mounds and ridges will be created as a result of snowplowing services.

The customer is solely responsible to remove any dangerous, hazardous or

Inconvenient conditions created by snow piles. Goggins Construction can be hired to

Remove such piles at an additional charge.

Plowing: Per time Rate: Plowing main, shoveling sidewalks and salting \$70.00

Plowing: Secondary lot upon request with a days heads up \$75.00

***Will Clear excess slush, drifting as needed and upon request**

***Goggins Construction will not stake**

Payment Due: Upon receiving invoice each month

Acceptance Contract: The above price, provided specifications,

terms and conditions are satisfactory and are hereby accepted.
Goggins Construction is authorized to perform work as
specified. Payment will be made as outlined above.

**Please sign and return a copy of this contract by October 15th, 2023 to begin
your snowplowing services.**

Please make checks payable to Tom Goggins

THORNAPPLE TOWNSHIP

P.O. Box 459
200 East Main Street
Middleville, MI 49333
Phone: 269-795-7202

INVOICE

Invoice # 3641
Invoice Date: 8/22/2023

To:
Irving Township
Sharon Olson, Clerk
3425 Wing Rd.
Hastings, MI 49058

QTY	DESCRIPTION	AMOUNT
	Fire Contract Payment (October)	\$ 11,771.00
	Total Invoice	\$11,771.00

Keep this portion for your records

Send this portion with your payment

Thornapple Township
200 E. Main Street
PO Box 459
Middleville, MI 49333

Customer #	Irving Township
Invoice #	3640
Invoice Date:	8/22/2023
Due Date:	10/1/2023
Amount Due:	\$11,771.00
Amount Paid:	<hr/>

THORNAPPLE TOWNSHIP

200 E. MAIN STREET
PO BOX 459
MIDDLEVILLE MI 49333
(269) 795-7202



INVOICE

CUST #: IRVING TWP
INVOICE #: 0000003629
SERVICE DATE 8-1-23
INVOICE DATE 8-1-23
DUE DATE 8-1-23

IRVING TOWNSHIP
SHARON OLSON, CLERK
3425 WING RD
HASTINGS MI 49058

QTY	DESCRIPTION	UNIT PRICE	AMOUNT
1.000	FIRE AGREEMENT CONTRACT <i>August Bill</i>	11,771.0000	11,771.00
TOTAL INVOICE			11,771.00

Keep This Portion For Your Records

Send This Portion With Your Payment

THORNAPPLE TOWNSHIP

200 E. MAIN STREET
PO BOX 459
MIDDLEVILLE MI 49333
(269) 795-7202

CUST #: IRVING TWP
INVOICE #: 0000003629
RE:

INVOICE DATE: 8-1-23
DUE DATE:
AMOUNT DUE: \$11,771.00

IRVING TOWNSHIP
SHARON OLSON, CLERK
3425 WING RD
HASTINGS MI 49058

AMOUNT PAID: _____

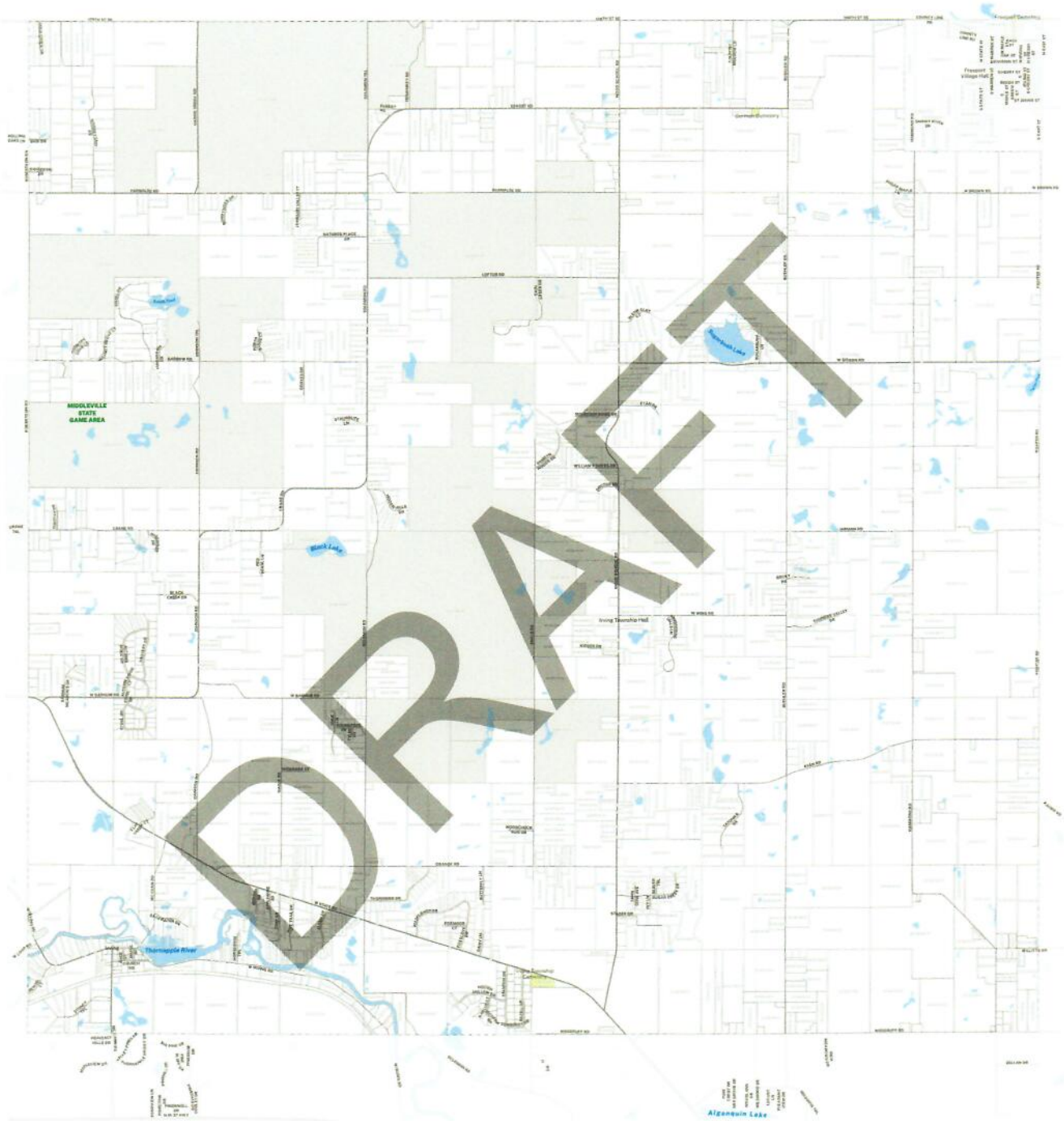
19-SEP-A MOTION – Display Maps

The township does not possess current maps for display purposes. The county can provide 24 X 36 maps that can be displayed in township hall. One map would have parcels the other map would have sections. An example of the parcel map is attached, as is the fee schedule. The total cost would be approximately \$330.00

Therefore, it is moved that the Township Board approve the purchase of the two maps not to exceed \$340 from the county to be paid from the General Fund.

IRVING TOWNSHIP
BARRY COUNTY, MICHIGAN

TAX PARCELS



- State Game Area
- Cemeteries
- Tax Parcels
- Lakes, Ponds, & Rivers

8/31/2023



Scale 11:500

0 0.5 1 Miles

0 0.5 1 2 Kilometers

This map is neither a legally recorded map nor a survey and is not intended to be used as such. The information on Barry County maps is distributed and transmitted as is without warranty of any kind, either expressed or implied, including without limitation, warranties of title or implied warranties of merchantability or fitness for a particular purpose. Barry County does not guarantee the accuracy, timeliness, or completeness of the information on this map.



BARRY COUNTY LAND INFORMATION SERVICES FEE SCHEDULE

Standard Paper Products

Parcel Maps (by section) **\$5.00/section**
\$200.00/township map set
\$300.00/township map set with b&w aerial overlays

Standard Printing*	8.5" x 11"	\$4.00
*if prep time exceeds ¼ hour,	11" x 17"	\$8.00
custom mapping fees will be	18" x 24"	\$15.00
also be charged.	24" x 36"	\$30.00
(additional copies are 50% off)	36" x 48"	\$40.00

Custom Mapping **\$50.00/hour** (half hour minimum)

Digital Information

Barry County GIS data, as defined by MCL 15.442(b) or the saved output (data file), is provided in accordance with the Barry County Open Data Policy and the Barry County Enhanced Access Policy.

County Combined Assessing Exports **\$.03/per record**
BSA Delinquent Tax Exports **\$.25/per record**
(minimum setup/export charge \$25)

19-SEP-C MOTION – BIRCH Notification

Irving Township paid the annual contribution of \$43,988.50 which represents approximately 1.05 mills. Irving is the only township paying at least 1 mill. Rutland, the largest in TV, pays approximately .82 mills. Additionally, Irving Township provided a contribution of \$21,366 this year. This totals \$65,355 or about 1.56 mills.

If Irving Township approves the additional contribution of \$15,261 the total contribution this year will be \$80,615 or approximately 1.93 mills.

BIRCH's contribution model does not provide sufficient funds for future purchases, currently another pumper will be needed in 2026, therefore annual contributions of each township will need to increase to about 1.25 mills, an increase of \$8,400 annually for Irving Township.

BIRCH protects approximately 29% of Irving Township Taxable Value.

Given that the BIRCH Board rejected Irving Township Board's request to have an exception to the year notification clause; also given that the BIRCH Board does not meet regularly and given that the current contribution model does not provide sufficient funds for continued operations. It is moved the Irving Township Board provide notification to BIRCH that it does not plan to allocate funds in the 24-25 Fiscal Year beginning April 1, 2024 to the BIRCH contract.

19-SEP-B MOTION – BIRCH Contribution

The BIRCH Board has requested an additional contribution from each township to purchase a new pumper/tanker.

An update on BIRCH.

At the August 24 Meeting the BIRCH Board rejected Irving Township Board's request to be exempt from providing a year notice to leave BIRCH.

Chief Jordan has informed the BIRCH Board and City of Hastings that several current apparatuses must be replaced immediately as they have issues and investing further funds into them is not recommended. The requested purchases are: a new command vehicle (the current command vehicle will be converted to a rescue unit, retiring the current rescue unit), a new pumper (to be purchased by City of Hastings, the current will be retired), a new pumper/tanker (the current would be retired).

The BIRCH Board approved \$41,000 (used) for the command vehicle and \$419,475 (new) for the pumper/tanker.

BIRCH cash reserves are approximately \$349,626 in CD and cash. BIRCH Board voted to liquate all assets except for a small reserve, this has left a deficit of \$160,000 which the Board has voted to allocate to each township based on Protected Taxable Value.

Irving Township paid the annual contribution of \$43,988.50 which represents approximately 1.05 mills. Irving is the only township paying at least 1 mill. Rutland, the largest in TV, pays approximately .82 mills. Additionally, Irving Township provided a contribution of \$21,366 this year. This totals \$65,355 or about 1.56 mills.

BIRCH request is that Irving Township contribute another \$15,261 towards the Pumper/Tanker for a total contribution this year of \$80,615 or approximately 1.93 mills.

For further consideration, BIRCH's contribution model does not provide sufficient funds for future purchases, currently Chief Jordan believes another pumper will be needed in 2026, **therefore annual contributions of each township will need to increase to about 1.25 mills, an increase of \$8,400 annually for Irving Township.**

BIRCH protects approximately 29% of Irving Township Taxable Value.

Therefore, should Irving Township provide the additional contribution of \$15,261, which needs to be paid immediately, from fund 206 Public Safety?

BIRCH FIRE ASSOCIATION

Baltimore, Irving, Rutland, Carlton and Hastings Townships



INVOICE #2023-1

Per the BIRCH Rural Fire Association Meeting of 24 AUGUST 2023, it was decided, in the interest of all protected communities to purchase a new pumper/tanker truck (2023 Western Star Tanker Pumper, estimate #1047) for BIRCH.

Given the available funds are not sufficient to cover the purchase, each Board Member committed to go back to their respective township boards to secure an additional contribution to BIRCH based on the protected taxable value.

The below table represents the values owed, assuming **all township approve**, in the event any Board declines to contribute the amount could increase.

	2022 Taxable Value Protected by BIRCH	Percentage of Total	Share of \$160,000
Baltimore	\$63,117,479.00	0.1438	\$23,006
Irving	\$41,870,563.00	0.0954	\$15,261
Rutland	\$168,023,235.00	0.3828	\$61,243
Carlton	\$61,701,990.00	0.1406	\$22,490
Hastings	\$104,253,756.00	0.2375	\$38,000
Total	\$438,967,023.00	1.0000	\$160,000

Please submit your portion to the BIRCH Rural Fire Association as soon as possible due to the fact that the purchase order for the pumper/tanker needs to be executed before the end of September.

Mail To:
 BIRCH Rural Fire Association
 c/o Douglas Sokolowski, Treasurer
 6045 Walnut Grove Ct
 Middleville, MI 49333

	2022 Taxable Value Protected by BIRCH	2023 Invoice	Approx 2023 Mills	Additional Contribution	ADJ Approx 2023 Mills	Invoice For Tanker/Pumper	ADJ Approx 2023 Mills	If BRCH Take \$10,000 Grant Money	ADJ Approx 2023 Mills
Baltimore	\$63,117,479.00	\$55,138.69	0.874	\$0.00	0.874	\$23,006	1.238	\$13,006	1.080
Irving	\$41,870,563.00	\$43,988.50	1.051	\$21,366.00	1.561	\$15,261	1.925	\$15,261	1.925
Rutland	\$168,023,235.00	\$137,541.02	0.819	\$0.00	0.819	\$61,243	1.183	\$51,243	1.124
Carlton	\$61,701,990.00	\$50,151.30	0.813	\$0.00	0.813	\$22,490	1.177	\$12,490	1.015
Hastings	\$104,253,756.00	\$95,719.49	0.918	\$0.00	0.918	\$38,000	1.283	\$28,000	1.187
TOTALS		\$382,539.00		\$21,366.00		\$160,000.00		\$120,000.00	

Total Taxable Value	\$438,967,023.00
Total Invoiced	\$382,539.00
Approx Mills	0.871

Freeport Area Volunteer Fire Department

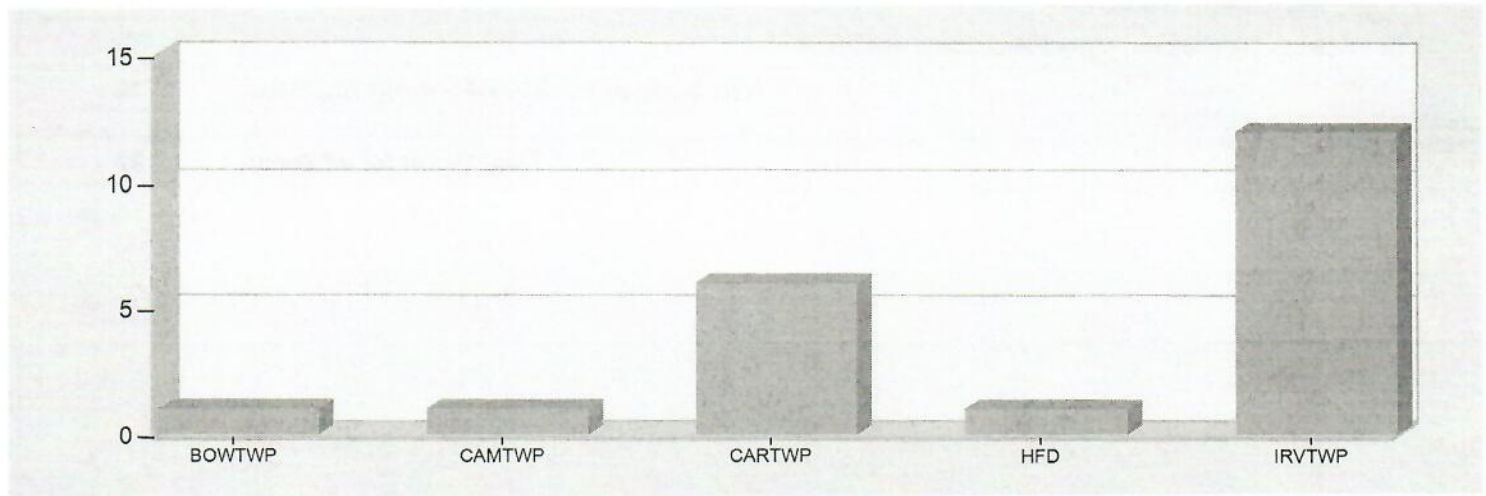


Freeport, MI

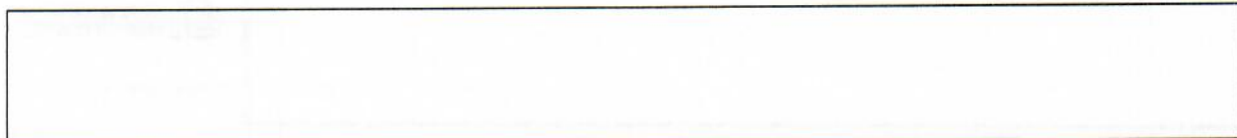
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Incident Type Count per Zone for Date Range

Start Date: 08/01/2023 | End Date: 08/31/2023

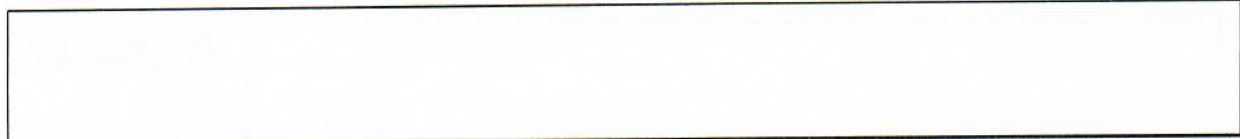


ZONES	INCIDENT TYPE	COUNT
BOWTWP - Bowne Township		
	321 - EMS call, excluding vehicle accident with injury	1
	<i>Total Incidents for BOWTWP - Bowne Township:</i>	
		1
CAMTWP - Campbell Township		
	311 - Medical assist, assist EMS crew	1
	<i>Total Incidents for CAMTWP - Campbell Township:</i>	
		1
CARTWP - Carlton Township		
	311 - Medical assist, assist EMS crew	2
	321 - EMS call, excluding vehicle accident with injury	3
	322 - Motor vehicle accident with injuries	1
	<i>Total Incidents for CARTWP - Carlton Township:</i>	
		6
HFD - Assist To Hastings FD		
	111 - Building fire	1
	<i>Total Incidents for HFD - Assist To Hastings FD</i>	
		1
IRVTWP - Irving Township		



ZONES	INCIDENT TYPE	COUNT
	138 - Off-road vehicle or heavy equipment fire	1
	311 - Medical assist, assist EMS crew	2
	321 - EMS call, excluding vehicle accident with injury	3
	381 - Rescue or EMS standby	1
	444 - Power line down	4
	813 - Wind storm, tornado/hurricane assessment	1
	<i>Total Incidents for IRVTWP - Irving Township:</i>	12

Total Count for all Zone:		21
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Freeport Area Volunteer Fire Department

Freeport, MI

This report was generated on 9/6/2023 9:26:16 AM



Incident Type Count per Station for Date Range

Start Date: 08/01/2023 | End Date: 08/31/2023

INCIDENT TYPE	# INCIDENTS
Station: 82 - RESPONSES OUTSIDE FOR THE VILLAGE OF FREEPORT	
311 - Medical assist, assist EMS crew	5
321 - EMS call, excluding vehicle accident with injury	6
322 - Motor vehicle accident with injuries	1
444 - Power line down	2

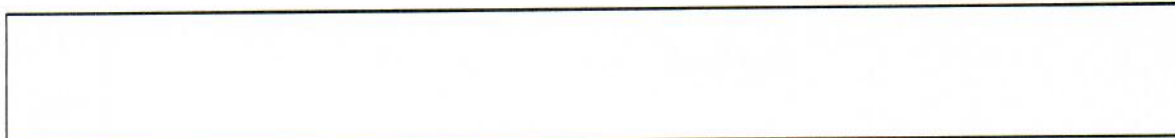
Incidents for 82 - Responses outside for the Village of Freeport : 14

Station: 82V - RESPONSES IN THE VILLAGE OF FREEPORT	
138 - Off-road vehicle or heavy equipment fire	1
321 - EMS call, excluding vehicle accident with injury	1
381 - Rescue or EMS standby	1
444 - Power line down	2
813 - Wind storm, tornado/hurricane assessment	1

Incidents for 82V - Responses in the Village of Freeport: 6

Station: MA - MUTUAL AID OUTSIDE OF RESPONSE AREA	
111 - Building fire	1

Incidents for MA - Mutual Aid Outside of Response Area: 1



Freeport Area Volunteer Fire Department

MONTHLY REPORT

Number of calls for service, year to end of report month: 112

Response Time Average:

From time dispatched to arrival time for emergent responses within our response area
10.2 minutes

Department Special Events and Training

Special Events:

Toured Buskirk Lumber Mill

Trainings over the last two months have include:

Pump Operations, Emergency Vehicle Driving, SCBA's, Rescue Tools. Small Engines, Hand Tools, Medical Operations. Pump Operations, Stop the Bleed, Fire Ground Operations.

Department Personnel Hours of Service

Incident Response	75	hours
Training	101	hours
Meetings	3	hours

Total	179	hours

Years of Service Anniversaries:

September

Lani Forbes, 25 years

The Freeport Rural Fire Association Board meets on the third Wednesday of each month
The board meeting is held at the Freeport Fire Station and begins at 7:30 pm

Respectfully Submitted by

Fire Chief Jim Yarger

Cell 616-275-0045

Email freeportfd.mi@gmail.com



City of *Hastings* Michigan

(269) 945-2468
FAX (269) 948-9544

201 E. State Street 49058

Fire Department Report for August 2023

The department responded to a total of 72 calls for service in August; 36 in the city and 36 in the rural area, out of which 38 were medical related. Total calls for service YTD.

National Line of Duty Deaths

August (9) nine deaths

YTD (55) fifty-five deaths

Training:

We focused on SCBA, including the annual testing each member must undergo to ensure their air pack fits correctly.

Housekeeping activities:

During the month of August, we finished up annual tastings, with the exception of hose testing. Truck #831 is back from repair but due to its condition we elected to leave it out of service. This is one of the trucks being replaced by the new engine. Truck 836 is still out of out of service having the PTO repaired; waiting on a drive shaft to arrive. Once repaired we will complete pump testing and ladder certification. August 24th attended a BIRCH meeting where they agreed to purchase a new 2023 3000-gallon tanker and a 2021 fast response/Chiefs' vehicle. We also implemented new software, that will allow us to track hours worked for each member and allow us to track all the assets. As we continue to update some very expensive equipment, we must track its location and condition; we can also forecast when equipment needs replaced. This will be instrumental in budgeting going forward.

Chief's comments:

On behalf of the department, I would like to express our thanks to both the city council and the BIRCH board for allowing us to move forward replacing 4 pieces of apparatus. The upgrades are sorely needed and will aid in the protection of our residents and ensure the safety of each department member. In addition, the exhaust mitigation system will reduce contaminates in the station for a healthier working environment.

Respectfully,

Chief Mark Jordan



City of *Hastings* Michigan

(269) 945-2468
 FAX (269) 948-9544

201 E. State Street 49058

Fire Department Call for Service August 2023 overview

Type of call	City	Rural
Structure Fire		1
Medical in Nature	10	18
EMS Assist	7	3
Vehicle Accidents W/Injures	5	7
Vehicle accidents W/O injuries	1	
False Alarms	2	1
CO Alarms	1	
Wires down	5	3
Odor/Smoke Investigations	2	1
Illegal/unauthorized burning	3	1
Assist Citizen		
Law enforcement assist		1
Totals	36	36

Response by Area

1 st Ward	13	Baltimore	2
2 nd Ward	3	Irving	5
3 rd Ward	11	Rutland	6
4 th Ward	9	Carlton	9
		Hastings	14
Total City	36	Rural	36

IRVING TOWNSHIP

DOUGLAS SOKOLOWSKI, TREASURER

3425 Wing Road
 Hastings, MI 49058
treasurer@irvingtownship.org

September Treasurer's Report

Balances as of 31 August 2023

Investment / Savings	31 JULY 23	31 AUGUST 23	CHANGE
Union Bank Business Superior MM (0424)	\$87,983.33	\$88,058.05	\$74.72
Union Bank Cemetery Premier Savings (3056) *	\$43,839.72	\$43,867.64	\$27.92
Union Bank ROW Premier Savings (7124) *	\$57,832.84	\$57,869.68	\$36.84
Union Bank Premium Savings (8472)**	\$250,520.54	\$251,371.63	\$851.09
Consumers Credit Union Primary Share (5183)	\$25.00	\$25.00	\$0.00
Consumers Credit Union Municipality MM (5282)	\$657,835.27	\$659,334.29	\$1,499.02
Consumers Credit Union MM Fire & Safety (1288) *	\$152,126.24	\$152,472.89	\$346.65
TOTAL	\$1,250,162.94	\$667,398.82	\$2,836.24

Checking	31 JULY 23	31 AUGUST 23	CHANGE
Huntington Bank General Checking (4850)	\$457,063.01	\$323,376.35	(\$133,686.66)
Union Bank Municipal Checking (8456)**	\$50,019.52	\$50,051.39	\$31.87
Union Bank Fire & Safety (0109) *	\$180,873.71	\$116,202.56	(\$64,671.15)
Union Bank Tax Disbursement (0441) *	\$136,971.22	\$177,768.52	\$40,797.30
Union Bank Fire ESCROW *	\$0.00	\$0.00	\$0.00
TOTAL	\$824,927.46	\$1,252,999.18	(\$157,528.64)
			NET CHANGE (\$154,692.40)
* Restricted Use Accounts ** New Account – Will Replace HNB, General Fund			

EARNED INTEREST ALL ACCOUNTS BY MONTH 23-24 FY												
APR	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC	JAN	FEB	MAR	TOTAL
\$2467	\$2641	\$2680	\$4356	\$3692								\$15,836
22-23 FY YTD Interest \$15,453												

- TREASURER'S COMMENTS**
OLD BUSINESS AGENDA ITEMS
- 1) Update on Parking Lot – Complete / Invoice Received / Are signs needed?
 - 2) Update Day of Caring Update – Cemetery Building, materials list, work
 - 3) Update on BCT Fiber
 - 4) Update Sisson Road
 - 5) Update Parking Lot Light
 - 6) Decision Township Hall Main Floor
 - 7) Code of Conduct Policy Update
 - 8) Cash Management Policy – Table Until October
- NEW BUSINESS AGENDA ITEMS
- 9) Thornapple Township Invoice Approval to Disburse
 - 10) Township Map Proposal
 - 11) BIRCH Contribution Request
 - 12) BIRCH Notification

Respectfully Submitted By,
 Douglas R Sokolowski, Irving Township Treasurer And Wanda Shuford, Irving Township Deputy Treasurer

Irving Township August 2023 Receipts

Union Bank Business Superior MM ending in 0424

8/31/23	274	Union Bank	Monthly interest at 1.0%	\$74.72	101-000-665
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Union Bank Cemetary Premier Savings ending in 3056

8/31/23	275	Union Bank	Monthly interest at .75%	\$27.92	101-000-665
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Union Bank ROW Premier Savings ending in 7124

8/31/23	276	Union Bank	Monthly interest .75%	\$36.84	101-000-665
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Union Bank Premium Savings ending in 8472

8/31/23	277	UB	Monthly interest at 4.08%	\$851.09	101-000-665
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Consumers Credit Union Primary Share ending in 5183

8/31/23	278	CCU	Monthly interest at 0%	\$0.00	101-000-665
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Consumers Credit Union Municipality MM ending in 5282

8/31/23	279	CCU	Monthly interest at 2.75%	\$1,499.02	101-000-665
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Consumers Money Market (Fire & Safety) ending in 1288

8/31/23	280	CCU	Monthly interest at 2.75%	\$346.65	101-000-665
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Huntington General Checking ending in 4850

8/24/23	281	Payroll Service	ACH Settlement Returns	\$273.72	101-000-675
8/31/23	282	State of Michigan	Revenue Sharing	\$54,824.00	101-000-574
8/31/23	283	Huntington	Monthly interest at 1.764%	\$571.52	101-000-665

Union Bank Municipal Checking ending in 8456

8/31/23	284	Union Bank	Monthly interest at .75%	\$31.87	101-000-655
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Union Bank Fire & Safety ending in 0109

8/31/23	285	Union Bank	Monthly interest at .75%	\$105.90	206-000-655
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Union Bank Tax ending in 0441

8/2/23	N/A	Batch 7	2023 Summer Taxes	\$20,752.36	101-000-402
8/2/23	N/A	Batch 6	2023 Summer Taxes	\$67,002.28	101-000-402
8/7/23	N/A	Batch 8	2023 Summer Taxes	\$10,035.33	101-000-402
8/7/23	N/A	Batch 9	2023 Summer Taxes	\$28,133.22	101-000-402

8/14/23	N/A	Barry County	Tax Overpayment		\$32.10	101-000-402
8/14/23	N/A	Batch 10	2023 Summer Taxes		\$21,589.90	101-000-402
8/21/23	N/A	Batch 12	2023 Summer Taxes		\$218.23	101-000-402
8/21/23	N/A	Batch 11	2023 Summer Taxes		\$101,173.71	101-000-402
8/25/23	N/A	Batch 14	2023 Summer Taxes		\$189.12	101-000-402
8/25/23	N/A	TKS	Tax Refund		\$8,196.47	101-000-402
8/25/23	N/A	Batch 15	2023 Summer Taxes		\$17,546.31	101-000-402
8/25/23	N/A	Batch 13	2023 Summer Taxes		\$20,717.11	101-000-402
8/31/23	N/A	Union Bank	Monthly Interest .75%		\$182.86	101-000-655

**Irving Township
Bill Payment List
August 22 - September 18, 2023**

101-000-001-1 Checking	Date	Num	Vendor	Amount
	09/18/2023	2412	AT&T	-256.19
	09/18/2023	2413	BLOOM SLUGGETT,PC	-1,208.00
	09/18/2023	2414	CONSUMERS ENERGY	-146.68
	09/18/2023	2415	JIMS PICK-UP SERVICE	-40.00
	09/18/2023	2416	KEY CLEANING SERVICES	-90.00
	09/18/2023	2417	Pixelvine LLC	-803.25
	09/18/2023	2418	Sand Man Trucking, Inc	-38,550.00
	09/18/2023	2419	SIEGFRIED CRANDALL PC	-700.00
	09/18/2023	2420	SPECTRUM PRINTERS, INC	-405.21
	09/18/2023	2422	WALKER, FLUKE & SHELDON	-47.90
	09/18/2023	2423	WANDA SHUFORD	-185.63
	09/18/2023	2003090951	STAPLES DIRECT online	-352.94
	09/18/2023		Big L Lumber	-2,281.96
	09/18/2023		Hughesnet	-113.93
	09/18/2023		INTUIT	-90.00
Total for 101-000-001-1 Checking				-\$ 45,271.69

Monday, Sep 18, 2023 12:43:31 PM GMT-7



IMPORTANT DATES

19 September - Township Board Meeting, Township Hall at 6:30 PM

In addition to the standard AGENDA, the Board will discuss:

Unfinished Business: Parking lot, Cemetery (Day of Caring & material), Fiber internet for township, Township Hall main floor improvements, Code of Conduct Policy, Sisson Road, BIRCH Update, Tree by township parking lot,

New Business: Snowplowing, Thornapple Fire Department invoice, Township Map proposal, BIRCH Contribution Request

17 October - Township Board Meeting, Township Hall at 6:30 PM

BOARD BYTES: Jamie Knight, Supervisor

Encourage friends and family to sign-up for this ELETTER at www.irvingtownship.org/mailling-list.

CLERK CLIPS: Sharon Olson, Clerk

Notary available onsite Monday & Wednesday, 9 – 12, contact Lorraine Bush, Deputy Clerk

TREASURER TALK: Douglas Sokolowski, Treasurer

Summer Taxes are due 14 September.

DID YOU KNOW

As shared last month Michigan Townships are statutory units of government, having only those powers expressly provided or fairly implied by state law. Each member of the Board of Trustees has statutory duties – responsibilities mandated by law. Additionally, each Board member can agree to accept additional responsibilities requested by the Board. The statutory duties of the Clerk are: Maintains custody of all township records; Maintains general ledger; Prepares warrants for township checks; Records and maintains township meeting minutes; Keeps the township book of oaths; Responsible for special meeting notices; Publishes board meeting minutes; Keeps voter registration file and conducts elections; Keeps township ordinance book; Prepares financial statements; Delivers tax certificates to supervisor and county clerk by September 30; Must appoint a deputy; Must post a surety bond. More Next Month. Visit michigantownships.org for more information.

MONTHLY THOUGHT

“If the misery of the poor be caused not by the laws of nature, but by our institutions, great is our sin.”

Charles Darwin

“A government of, for and by the people, requires much from the people.” Ernie Fletcher