

July 14th, 2025 **AGENDA** Thornapple Township

Our Vision: Your vibrant and natural community, with a small-town heart.

Our Mission: To maintain effective government contributing to sustainable growth through sound investment while preserving the small-town heritage, recreational spaces, active agriculture, and the rural feel of our township.

1. Invocation

2. Pledge of Allegiance

3. Roll Call:

[] Schaefer [] Bouchard [] Campbell [] DeMaagd [] Stanton [] Rairigh [] Ordway

4. Approval of Printed Agenda:

[] approve as presented [] approve as amended

5. Approval of Consent Agenda: [] approve as presented [] approve as amended

- a. [Minutes of the Regular Meeting June 9th 2025](#)
- b. [Revenue and Expenditure Report](#)
- c. Invoice GL Distribution Report and Approval List Total: \$298,373.77
[Vendor Check Run](#) [Fund Register](#) [AP Invoice Approval](#)
- d. [Financial Activities and Investments Report](#)
- e. [Planning and Zoning and Code Enforcement Written Report](#)
- f. [Emergency Services Committee Minutes of July 9th 2025](#)
- g. [Chief's TTES Run Report](#)

6. Draft [Planning Commission Minutes from June 23rd 2025](#)

7. First Public Comment: (Please limit comments to 3 minutes)

8. County Report: County Commissioner

9. Reserved Time: None

10. Emergency Services Report:

- a. Chiefs Run Report Summary
- b. Summary

11.Unfinished Business:

12.New Business:

- a. [Agenda Request Election Coordinator](#)
- b. [Agenda Request Trail Maintenance](#)
- c. [Agenda Request Training Shirts](#)

13.Committee Reports:

- a. Administration (Schaefer, Bouchard, Ordway)
- b. Cemetery (Ordway, DeMaagd, Rairigh)
- c. Middleville DDA Report (Schaefer)
- d. Elections (Ordway, Bouchard, Schaefer)
- e. Emergency Services (DeMaagd, Schaefer, Rairigh)
- f. Finance (Bouchard, Ordway, Rairigh)
- g. Parks and Recreation Report (Schaefer)
- h. Personnel – Compensation (Ordway, Campbell, Schaefer)
- i. Property and Public Utilities (Stanton, DeMaagd, Campbell)
- j. Roads and Highways (Campbell, DeMaagd, Stanton)
- k. Duncan Lake Sewer (Campbell, Stanton, Schaefer)

14.Second Public Comment Period (Please limit comments to 5 minutes)

15.Poll of Members:

David Stanton (Trustee)
Sandy Rairigh (Trustee)
Ross DeMaagd (Trustee)
Curt Campbell (Trustee)
Laura Bouchard (Treasurer)
Cindy Ordway (Clerk)
Eric Schaefer (Supervisor)

Adjournment time: _____ pm

Next regular monthly meeting scheduled for August 11th, 2025 @ 7:00 p.m.



TOWNSHIP OF THORNAPPLE

Eric Schaefer, Supervisor / Laura Bouchard, Treasurer / Cindy Ordway, Clerk
Curt Campbell, Trustee / Ross DeMaagd, Trustee / David Stanton, Trustee / Sandra Rairigh, Trustee

REGULAR MEETING

June 9, 2025, 7:00 PM

Meeting Held at Thornapple Emergency Services Building 128 High St., Middleville, MI 49333

1. INVOCATION**2. PLEDGE OF ALLEGIANCE****3. ROLL CALL**

Bouchard: Present; Campbell: Present; DeMaagd: Present; Stanton: Present; Rairigh: Present
 Schaefer: Absent with notice.

Roll Call: 6 present 1 absent with notice	Schaefer Bouchard Campbell	Absent Present Present	DeMaagd Stanton Rairigh Ordway	Present Present Present Present
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OTHERS PRESENT:

Commissioners Getty and Smelker, Chief Richardson

Guests: New probationary firefighters and newly graduated Paramedics and family members.

4. APPROVAL OF PRINTED AGENDA:

Motion Stated:	Motion by Rairigh to approve agenda as presented.
Motion Supported:	Campbell
Motion Status	Approved by voice vote. 6 ayes and 0 nays.

5. APPROVAL OF CONSENT AGENDA:

Motion Stated:	Motion by Campbell to approve the Consent Agenda as amended. (with a change to the Minutes from the last meeting to say, "The township has requested that they not take millage from the TTS fund.")
Motion Supported:	Rairigh
Motion Status	Approved by roll call vote. 6 ayes and 0 nays.

Roll Call:	DeMaagd Stanton	Yes Yes	Bouchard Campbell	Yes Yes	Ordway Rairigh	Yes Yes
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6. FIRST PUBLIC COMMENT: None**7. COUNTY REPORT:**

Commissioner Catherine Getty reports the following:

- A successful county-wide Household Hazardous Waste event was held on May 17th. The next event is scheduled for Sept. 20, 2025.
- Approved a 3 year contract between Barry County and the Conservation District for the Recycling Coordinator position.
- Approved a contract for services for the Rock the Country event.
- A presentation and annual report was given regarding the MSU extension program.
- Update on ARPA (American Rescue Plan Act) project funding.
- Opioid settlement funds were allocated to counties for the opioid crisis. Serenity Village in Hastings has applied for and received funds. More applications are encouraged.
- A public dedication was held at the Bailey Nature Preserve, a beautiful 160 acre natural area.

8. RESERVED TIME:**Chief Richardson**

A Pinning and swearing in ceremony was held for the following recruits to mark their promotion to Probationary Firefighters: Matt Bull, Chelsea Cochrane, Xavier Estrada, Devin Jenkins, Remington Lowing.

The following Paramedic students were recognized for completing their course of Paramedic training: Shelby England, Xavier Estrada, McKenna Preslar.

9. Emergency Services Report:

a. Chiefs Run Report Summary

- For the past month there were 268 calls for service, This is the first full month providing service to both Rutledge and Yankee Springs townships and Chief Richardson reports it was handled well.
- There were: 29 paid on-call responses, 6 motor vehicle accidents, 2 structure fires, and on the night of storms 11 people were active. The average out-of-the-barn time was 1 min 20 seconds, and the average response time within the township is 8 min 7 seconds (anything under 8 min 30 seconds is considered a good benchmark to have); the average response time for 144 sq miles is 11 min 18 seconds.

b. Summary

- The new ambulance has been put into service.
- Rock the Country event - May 16-18, 2025 - there will be a large police presence. TTES will have 4 ambulances present. Caledonia and Leighton will be available to assist if needed.

10. UNFINISHED BUSINESS: None**11. NEW BUSINESS:**

A. Agenda Request for Trail Maintenance.

Motion Stated:	Motion by Campbell to contract with Jason Mills to perform trail maintenance and mowing on the Township owned trail from Garbow road to Parmalee road for a cost not to exceed \$4,000.00 for the remainder of 2025.
Motion Supported:	Bouchard
Motion Status	Approved by roll call vote. 6 ayes, 0 nays.

Roll Call:	Rairigh Stanton	Yes Yes	DeMaagd Campbell	Yes Yes	Bouchard Ordway	Yes Yes
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Discussion:

The discussion included a question of the cost and seeking quotes. It was noted that Mr. Mills has been doing a good job with this maintenance and mowing.

B. Resolution 09-2025

Motion Stated:	Motion by Campbell to adopt Resolution 09-2025 to amend the Township's 457 Plan.
Motion Supported:	DeMaagd
Motion Status	Approved by roll call vote. 6 ayes and 0 nays.

Roll Call:	Ordway Rairigh	Yes Yes	Bouchard Campbell	Yes Yes	DeMaagd Stanton	Yes Yes
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12. COMMITTEE REPORTS:**A. Administration (Schaefer, Bouchard, Ordway)**

- No report

B. Cemetery (Ordway, DeMaagd, Rairigh)

- Pleased with the turn out at the Memorial Day celebration at the flag.

C. Middleville DDA Report (Schaefer)

- No report

D. Elections (Ordway, Bouchard, Schaefer)

- There may be a KISD small election in November.

E. Emergency Services (DeMaagd, Schaefer, Rairigh)

- No report

F. Finance (Bouchard, Ordway, Rairigh)

- No report

G. Parks and Recreation Representative (Schaefer)

- No report

H. Personnel and Compensation (Ordway, Campbell, Schaefer)

- Cindy Ordway will be attending a meeting 6-10-25 to get the details of the Sick Time Act.

I. Property and Public Utilities (Stanton, DeMaagd, Campbell)

- No report

J. Roads and Highways (Campbell, DeMaagd, Stanton)

- County mowers have been out getting the roadsides cleaned up.

K. Duncan Lake Sewer (Campbell, Stanton, Schaefer)

- No report

13. SECOND PUBLIC COMMENT PERIOD: None**14. POLL OF MEMBERS:**

David Stanton (Trustee) - Congratulations to the new Firefighters and Paramedics.

Sandy Rairigh (Trustee) - Added congratulations.

Ross DeMaagd (Trustee) - Also expressed congratulations.

Curt Campbell (Trustee) - Congratulations - we appreciate your hard work. You always amaze me.

Laura Bouchard (Treasurer) - Congratulations to all.

Cindy Ordway (Clerk) copy - Thanks for what you do and special thanks to the family members.

Eric Schaefer (Supervisor) - not present.

15. ADJOURNMENT:

TIME: 7:31 P.M.

Motion Stated:	Motion by Campbell to adjourn at 7:31 P.M.
Motion Supported:	Rairigh
Motion Status	Approved by voice vote. 6 ayes and 0 nays.

Signed Township Clerk

Respectfully submitted,
Diane Dykgraaf, Recording Secretary

07/09/2025 03:51 PM
User: BHESS
DB: Thornapple

INVOICE GL DISTRIBUTION REPORT FOR THORNAPPLE TOWNSHIP
POST DATES 06/06/2025 - 07/09/2025
BOTH JOURNALIZED AND UNJOURNALIZED
BOTH OPEN AND PAID

Page: 1/6

GL Number	Invoice Line Desc	Vendor	Invoice Description	Amount	Check #
Fund 101 GENERAL FUND					
Dept 171 SUPERVISOR					
101-171-718.000	HEALTH INSURANCE PREMIUM	GUARDIAN	INSURANCE COVERAGE 7/1/25 TO 7/31/25	162.01	30341
101-171-718.000	HEALTH INSURANCE PREMIUM	PRIORITY HEALTH	HEALTH INSURANCE 7/1/25 TO 7/31/25	2,848.88	30351
101-171-960.000	EDUCATION AND TRAINING	FNBO	CC STATEMENT 5/1/25 TO 5/31/25	162.49	30340
Total For Dept 171 SUPERVISOR				3,173.38	
Dept 215 CLERK					
101-215-718.000	HEALTH INSURANCE PREMIUM	GUARDIAN	INSURANCE COVERAGE 7/1/25 TO 7/31/25	129.05	30341
101-215-718.000	HEALTH INSURANCE PREMIUM	PRIORITY HEALTH	HEALTH INSURANCE 7/1/25 TO 7/31/25	2,357.70	30351
101-215-960.000	EDUCATION AND TRAINING	MICHIGAN TOWNSHIP ASSOCI	ESTA & CEMETERY MANAGEMENT CLASSES	125.00	30347
101-215-960.000	EDUCATION AND TRAINING	BS&A SOFTWARE	REMOTE PAYROLL TRAINING	1,200.00	30365
Total For Dept 215 CLERK				3,811.75	
Dept 253 TREASURER					
101-253-956.000	MISCELLANEOUS	LAURA BOUCHARD	MILEAGE & COURT FEE REIMBURSEMENT	30.40	30345
Total For Dept 253 TREASURER				30.40	
Dept 257 ASSESSOR					
101-257-808.000	PROFESSIONAL SERVICES-MISC	DANIEL R. SCHEUERMAN, AS	MONTHLY CONTRACT FOR JULY 2025	5,450.00	30369
Total For Dept 257 ASSESSOR				5,450.00	
Dept 262 ELECTIONS					
101-262-861.000	MILEAGE REIMBURSEMENT	CINDY ORDWAY	MILEAGE	28.00	30333
Total For Dept 262 ELECTIONS				28.00	
Dept 265 TOWNSHIP HALL					
101-265-808.000	PROFESSIONAL SERVICES	SPARKLING SOLUTIONS	5 WEEKLY OFFICE CLEANINGS	500.00	30383
101-265-920.000	UTILITIES-TWP HALL	CONSUMERS ENERGY	GAS/ELECTRIC - TWP HALL 5/5/25 - 6/3/	263.55	30335
101-265-920.000	UTILITIES-200 E MAIN-WATER BILL	VILLAGE OF MIDDLEVILLE	WATER AND SEWER BILL-JUNE 2025	129.84	30389
101-265-930.000	REPAIR & MAINT/ BLDG & GRNDS	FNBO	CC STATEMENT 5/1/25 TO 5/31/25	123.94	30340
101-265-930.000	REPAIR & MAINT/ BLDG & GRNDS	WEST SHORE FIRE, INC	EMERGENCY SIREN REPAIR	1,261.55	30390
Total For Dept 265 TOWNSHIP HALL				2,278.88	
Dept 271 ADMINISTRATION					
101-271-719.100	PENSION ADMIN EXPENSE	ACRISURE GREAT LAKES PAR	VOYA ADMIN FEES	338.20	30329
101-271-808.000	PROFESSIONAL SERVICES-MISC	SHORELINE TECHNOLOGY SOL	MAY IT SERVICES	1,853.80	30355
101-271-808.000		CIVICPLUS LLC.	MUNICODE FULL SERVICE ONLINE	792.75	30334
101-271-808.000	PROFESSIONAL SERVICES-MISC	SHORELINE TECHNOLOGY SOL	JUNE IT SERVICES	1,853.80	30382
101-271-826.000	LEGAL FEES	BLOOM SLUGGETT, PC	PERSONAL PROPERTY TAX LEGAL RESEARCH	204.00	30330
101-271-850.000	TELEPHONE EXPENSE	IVSCOMM INC.	MAY 2025 MINUTE PLAN	80.00	30342
101-271-850.000	TELEPHONE EXPENSE	AT & T	5/26/25 TO 6/25/25 1G INTERNET AND ST	184.97	30362
101-271-850.000	TELEPHONE EXPENSE	VERIZON WIRELESS	CELL SERVICE	203.24	30388
101-271-850.000	TELEPHONE EXPENSE	IVSCOMM INC.	MONTLY MINUTE PLAN	80.00	30133
101-271-880.000	COMMUNITY PROMOTIONS	THORNAPPLE KELLOGG SCHOO	PUBLIC LIBRARY APPROPRIATION FOR 2024	1,500.00	30357
101-271-880.000	RETURN COMMUNITY PROMOTIONS	FNBO	CC STATEMENT 5/1/25 TO 5/31/25	(135.42)	30340
101-271-880.000	COMMUNITY PROMOTIONS	THORNAPPLE AREA PARKS &	2025 ANNUAL ENTITY CONTRIBUTION & AUD	5,666.66	30385
101-271-905.000	PUBLISHING	VIEW NEWSPAPER GROUP	PC PUBLIC NOTICE & SYNOPSIS	38.40	30360
101-271-910.100	WORKERS' COMP 7-1-25 TO 6-30-26	MML WORKERS' COMP FUND	WORKERS' COMPENSATION INS. 7-1-25 TO	767.58	30348
101-271-979.000	EQUIPMENT - LEASED	APPLIED CAPITAL LLC	SERVICE AGREEMENT - CANON COPIERS	549.28	30361
Total For Dept 271 ADMINISTRATION				13,977.26	
Dept 448 STREETLIGHTING					
101-448-920.200	OTHER STREET LIGHTING	CONSUMERS ENERGY	STREET LIGHTS 5/1/25 TO 5/31/25	89.19	30335
101-448-920.200	OTHER STREET LIGHTING	CONSUMERS ENERGY	LED STREET LIGHTS 5/1/25 TO 5/31/25	158.15	30335

GL Number	Invoice Line Desc	Vendor	Invoice Description	Amount	Check #
Fund 101 GENERAL FUND					
Dept 448 STREETLIGHTING					
101-448-920.200	OTHER STREET LIGHTING	CONSUMERS ENERGY	LED STREET LIGHTS 6-1-25 TO 6-25-25	157.31	30129
101-448-920.200	OTHER STREET LIGHTING	CONSUMERS ENERGY	STREET LIGHTS 6-1-25 TO 6-3-25	197.78	30132
101-448-920.300	UTILITIES / HILLTOP	CONSUMERS ENERGY	STREET LIGHTS 5/1/25 TO 5/31/25	199.65	30335
101-448-920.300	UTILITIES / HILLTOP	CONSUMERS ENERGY	LED STREET LIGHTS 5/1/25 TO 5/31/25	93.77	30335
101-448-920.300	UTILITIES / HILLTOP	CONSUMERS ENERGY	LED STREET LIGHTS 6-1-25 TO 6-25-25	93.25	30129
101-448-920.300	UTILITIES / HILLTOP	CONSUMERS ENERGY	STREET LIGHTS 6-1-25 TO 6-3-25	88.35	30132
Total For Dept 448 STREETLIGHTING				1,077.45	
Dept 523 HIGHWAYS					
101-523-930.600	PAVEMENT- PMT 4 YR AGREEMENT '2	BARRY COUNTY ROAD COMMIS	ANNUAL PAYMENT-4 YR AGREEMENT '25-'28	170,000.00	30363
Total For Dept 523 HIGHWAYS				170,000.00	
Dept 567 CEMETERY					
101-567-808.000	PROFESSIONAL SERVICES-MISC-WATE	VILLAGE OF MIDDLEVILLE	WATER AND SEWER BILL-JUNE 2025	75.64	30389
101-567-808.000	PROFESSIONAL SERVICES-MISC	WICKHAM CEMETERY CARE, L	JUNE CEMETERY INVOICE	2,300.00	30392
101-567-808.100	OPEN/CLOSING FEES	WICKHAM CEMETERY CARE, L	JUNE CEMETERY INVOICE	550.00	30392
101-567-861.000	MILEAGE REIMBURSEMENT	CINDY ORDWAY	MILEAGE	28.00	30333
101-567-931.000	BLDG & GROUNDS IMPROVEMENTS	JIM'S PICKUP SERVICE	JUNE 2025 CEMETERY WASTE DISPOSAL	100.00	30343
101-567-931.000	BLDG & GROUNDS IMPROVEMENTS	JIM'S PICKUP SERVICE	JULY 2025 CEMETERY WASTE DISPOSAL	100.00	30372
101-567-956.000	CEMETERY FLOWERS	FNBO	CC STATEMENT 5/1/25 TO 5/31/25	307.15	30340
Total For Dept 567 CEMETERY				3,460.79	
Dept 701 PLANNING & ZONING					
101-701-808.000	PROFESSIONAL SERVICES-MISC	WILLIAMS AND WORKS	ZONING ORD UPDATE - PREPARATION/ATTEN	466.86	30393
101-701-905.000	PUBLISHING	VIEW NEWSPAPER GROUP	PC PUBLIC NOTICE & SYNOPSIS	75.00	30360
Total For Dept 701 PLANNING & ZONING				541.86	
Total For Fund 101 GENERAL FUND				203,829.77	
Fund 206 FIRE DEPT					
Dept 336 FIRE DEPARTMENT					
206-336-718.000	HEALTH INSURANCE PREMIUM	GUARDIAN	INSURANCE COVERAGE 7/1/25 TO 7/31/25	176.74	30341
206-336-718.000	HEALTH INSURANCE PREMIUM	PRIORITY HEALTH	HEALTH INSURANCE 7/1/25 TO 7/31/25	2,848.88	30351
206-336-719.100	PENSION ADMIN EXPENSE	ACRISURE GREAT LAKES PAR	VOYA ADMIN FEES	275.90	30329
206-336-740.000	OFFICE/OPERATING SUPPLIES	FNBO	CC STATEMENT 5/1/25 TO 5/31/25	262.24	30340
206-336-751.000	GASOLINE AND OIL	WEX BANK	FUEL 6/1/25 TO 6/30/25	196.99	30391
206-336-768.000	UNIFORMS/PROTECTIVE GEARS	DINGES FIRE COMPANY	FIRE HELMET WITH FACESHIELD	426.84	30337
206-336-768.000	UNIFORMS/PROTECTIVE GEARS	DINGES FIRE COMPANY	FIREHELMET WITH FACESHIELD	426.84	30337
206-336-768.000	UNIFORMS/PROTECTIVE GEARS	PHOENIX SAFETY OUTFITTER	TURNOUT GEAR RENTAL	125.00	30378
206-336-768.000	UNIFORMS/PROTECTIVE GEARS	NYE UNIFORM	POLO SHIRT WITH EMBROIDERY - CHELSEA	46.50	30376
206-336-768.000	UNIFORMS/PROTECTIVE GEARS	NYE UNIFORM	POLO SHIRT WITH EMBROIDERY - DEVIN JE	50.57	30376
206-336-768.000	UNIFORMS/PROTECTIVE GEARS	NYE UNIFORM	PANTS - REMINGTON LOWING	33.39	30376
206-336-768.000	UNIFORMS/PROTECTIVE GEARS	NYE UNIFORM	NAME BARS - BULL, LOWING, COCHRANE, J	49.69	30376
206-336-804.000	PHYSICALS EXAMINATIONS	COREWELL HEALTH WEST OCC	PRE-EMPLOYMENT PHYSICALEXAM	32.31	30336
206-336-804.000	PHYSICALS EXAMINATIONS	COREWELL HEALTH WEST OCC	17 ANNUAL & 2 PRE EMPLOYMENT PHYSICAL	2,594.00	30336
206-336-804.000	PHYSICALS EXAMINATIONS	COREWELL HEALTH WEST OCC	PRE-EMPLOYMENT PHYSICAL EXAMS	86.00	30336
206-336-804.000	PHYSICALS EXAMINATIONS	COREWELL HEALTH WEST OCC	ANNUAL PHYSICAL EXAM	98.42	30368
206-336-808.000	PROFESSIONAL SERVICES-MISC	SHORELINE TECHNOLOGY SOL	MAY IT SERVICES	926.90	30355
206-336-808.000	PROFESSIONAL SERVICES-MISC	QUALITY AIR	JUNE 2025 MAINTENANCE AGREEMENT	200.63	30353
206-336-808.000	PROFESSIONAL SERVICES-MISC	FNBO	CC STATEMENT 5/1/25 TO 5/31/25	25.00	30340
206-336-808.000	PROFESSIONAL SERVICES-MISC	QUALITY AIR	DIAGNOSIS & REPAIRS TO AC CONTROLS	232.50	30381
206-336-808.000	PROFESSIONAL SERVICES-MISC	SHORELINE TECHNOLOGY SOL	JUNE IT SERVICES	926.90	30382
206-336-850.000	TELEPHONE EXPENSE	IVSCOMM INC.	MAY 2025 MINUTE PLAN	40.00	30342

GL Number	Invoice Line Desc	Vendor	Invoice Description	Amount	Check #
Fund 206 FIRE DEPT					
Dept 336 FIRE DEPARTMENT					
206-336-850.000	TELEPHONE EXPENSE	VERIZON WIRELESS	CELL SERVICE	25.40	30388
206-336-850.000	TELEPHONE EXPENSE	IVSCOMM INC.	MONTLY MINUTE PLAN	40.00	30133
206-336-910.100	WORKERS' COMP 7-1-25 TO 6-30-26	MML WORKERS' COMP FUND	WORKERS' COMPENSATION INS. 7-1-25 TO	22,178.25	30348
206-336-920.000	UTILITIES	CONSUMERS ENERGY	NATURAL GAS - 128 HIGH STREET - 5/1/2	247.25	30335
206-336-920.000	UTILITIES	CONSUMERS ENERGY	ELECTRIC - 128 HIGH STREET 5/2/25 TO	724.29	30335
206-336-920.000	UTILITIES	CHARTER COMMUNICATIONS	INTERNET - 128 HIGH STREET	80.00	30332
206-336-920.000	UTILITIES-128 HIGH ST-WATER BIL	VILLAGE OF MIDDLEVILLE	WATER AND SEWER BILL-JUNE 2025	522.96	30389
206-336-920.000	UTILITIES	CONSUMERS ENERGY	ELECTRIC 128 HIGH STREET 6-3-25 TO 7-	906.90	30130
206-336-920.000	UTILITIES	CONSUMERS ENERGY	NATURAL GAS 128 HIGH STREET - 6-3-25	58.39	30131
206-336-930.000	REPAIR & MAINT-GENERAL	C-COMM OF KALAMAZOO, INC	ANTENNA, TIMER, & LABOR	318.00	30331
206-336-930.000	REPAIR & MAINT-GENERAL	C-COMM OF KALAMAZOO, INC	RADIO REMOVAL, UPDATE & REPAIR	699.00	30331
206-336-930.000	REPAIR & MAINT-GENERAL	C-COMM OF KALAMAZOO, INC	FIRECOM RM-65X, ANTENNA, REPAIR, & LA	1,399.00	30331
206-336-930.000	REPAIR & MAINT-GENERAL	DIGICOM GLOBAL INC	PAGER REPAIR	30.00	30370
206-336-931.000	REPAIR & MAIN-BLDG/GROUNDS	ROSE PEST SOLUTIONS	PEST CONTROL	44.00	30354
206-336-931.000	REPAIR & MAIN-BLDG/GROUNDS	TRANE US INC.	REPAIR & INSTALLATION	188.25	30359
206-336-931.000	REPAIR & MAIN-BLDG/GROUNDS	TRANE US INC.	COOLING REPAIR	337.25	30387
206-336-931.000	REPAIR & MAIN-BLDG/GROUNDS	CHERRY VALLEY PLUMBING I	STATE REQUIRED CROSS CONNECTION CONTR	240.00	30366
206-336-931.000	REPAIR & MAIN-BLDG/GROUNDS	NTA PROPERTY MANAGEMENT,	FIRE BARN MOWING 6/2, 6/9, 6/16, & 6/	126.00	30375
206-336-939.000	REPAIR & MAINT-VEHICLES	FNBO	CC STATEMENT 5/1/25 TO 5/31/25	108.61	30340
206-336-939.000	REPAIR & MAINT-VEHICLES	MIDDLEVILLE PARTS PLUS	BRUSH 531 - SUPPLIES TO FIX LIGHTS	41.83	30374
206-336-939.000	REPAIR & MAINT-VEHICLES	MIDDLEVILLE PARTS PLUS	BRUSH 531 - STARTER SOLENOID	20.76	30374
Total For Dept 336 FIRE DEPARTMENT				38,418.38	
Total For Fund 206 FIRE DEPT				38,418.38	
Fund 220 WEED CONTROL ASSESSMENTS					
Dept 571					
220-571-801.000	WEED CONTROL	PLM LAKE & LAND MANAGEME	ALGAE & WEED TREATMENT OF DUNCAN LAKE	3,447.15	30379
Total For Dept 571				3,447.15	
Total For Fund 220 WEED CONTROL ASSESSMENTS				3,447.15	
Fund 505 AMBULANCE FUND					
Dept 651 AMBULANCE					
505-651-718.000	HEALTH INSURANCE PREMIUM	GUARDIAN	INSURANCE COVERAGE 7/1/25 TO 7/31/25	176.73	30341
505-651-718.000	HEALTH INSURANCE PREMIUM	PRIORITY HEALTH	HEALTH INSURANCE 7/1/25 TO 7/31/25	2,848.88	30351
505-651-719.100	PENSION ADMIN EXPENSE	ACRISURE GREAT LAKES PAR	VOYA ADMIN FEES	275.90	30329
505-651-740.000	OFFICE/OPERATING SUPPLIES	FNBO	CC STATEMENT 5/1/25 TO 5/31/25	265.88	30340
505-651-741.000	AMB OPERATING	PENN CARE, INC.	AMBULANCE SUPPLIES	1,213.64	30350
505-651-741.000	AMB OPERATING	PURITY CYLINDER GASES IN	OXYGEN	36.00	30352
505-651-741.000	AMB OPERATING	PURITY CYLINDER GASES IN	OXYGEN	144.81	30352
505-651-741.000	AMB OPERATING	PENN CARE, INC.	AMBULANCE SUPPLIES	144.43	30350
505-651-741.000	AMB OPERATING	PENN CARE, INC.	AMBULANCE SUPPLIES	399.74	30377
505-651-741.000	AMB OPERATING	PENN CARE, INC.	AMBULANCE SUPPLIES	687.15	30377
505-651-741.000	AMB OPERATING	PURITY CYLINDER GASES IN	OXYGEN	519.31	30380
505-651-741.000	AMB OPERATING	PENN CARE, INC.	AMBULANCE SUPPLIES	1,143.67	30377
505-651-741.000	AMB OPERATING	PURITY CYLINDER GASES IN	OXYGEN	124.81	30380
505-651-741.000	AMB OPERATING	PURITY CYLINDER GASES IN	QUARTERLY CYLINDER RENTAL	112.95	30380
505-651-741.000	AMB OPERATING	PURITY CYLINDER GASES IN	OXYGEN	142.95	30380
505-651-751.000	GASOLINE AND OIL	WEX BANK	FUEL 6/1/25 TO 6/30/25	3,893.56	30391
505-651-768.000	UNIFORMS/PROTECTIVE GEARS	NYE UNIFORM	POLO SHIRT WITH EMBROIDERY - CHELSEA	46.50	30376
505-651-768.000	UNIFORMS/PROTECTIVE GEARS	NYE UNIFORM	POLO SHIRT WITH EMBROIDERY - DEVIN JE	50.57	30376
505-651-768.000	UNIFORMS/PROTECTIVE GEARS	NYE UNIFORM	PANTS - REMINGTON LOWING	33.39	30376

GL Number	Invoice Line Desc	Vendor	Invoice Description	Amount	Check #
Fund 505 AMBULANCE FUND					
Dept 651 AMBULANCE					
505-651-768.000	UNIFORMS/PROTECTIVE GEARS	NYE UNIFORM	NAME BARS - BULL, LOWING, COCHRANE, J	49.70	30376
505-651-804.000	PHYSICALS EXAMINATIONS	COREWELL HEALTH WEST OCC	PRE-EMPLOYMENT PHYSICALEXAM	32.30	30336
505-651-804.000	PHYSICALS EXAMINATIONS	COREWELL HEALTH WEST OCC	17 ANNUAL & 2 PRE EMPLOYMENT PHYSICAL	2,594.00	30336
505-651-804.000	PHYSICALS EXAMINATIONS	COREWELL HEALTH WEST OCC	PRE-EMPLOYMENT PHYSICAL EXAMS	85.99	30336
505-651-804.000	PHYSICALS EXAMINATIONS	COREWELL HEALTH WEST OCC	ANNUAL PHYSICAL EXAM	98.42	30368
505-651-808.000	PROFESSIONAL SERVICES-MISC	SHORELINE TECHNOLOGY SOL	MAY IT SERVICES	926.90	30355
505-651-808.000	PROFESSIONAL SERVICES-MISC	QUALITY AIR	JUNE 2025 MAINTENANCE AGREEMENT	200.62	30353
505-651-808.000	PROFESSIONAL SERVICES-MISC	FNBO	CC STATEMENT 5/1/25 TO 5/31/25	25.00	30340
505-651-808.000	PROFESSIONAL SERVICES-MISC	QUALITY AIR	DIAGNOSIS & REPAIRS TO AC CONTROLS	232.50	30381
505-651-808.000	PROFESSIONAL SERVICES-MISC	SHORELINE TECHNOLOGY SOL	JUNE IT SERVICES	926.90	30382
505-651-808.600	MEDICAL MANAGEMENT BILLING FEES	MEDICAL MANAGEMENT SYSTE	JUNE 2025 AMBULANCE BILLING FEES	5,638.23	30373
505-651-850.000	TELEPHONE EXPENSE	IVSCOMM INC.	MAY 2025 MINUTE PLAN	40.00	30342
505-651-850.000	TELEPHONE EXPENSE	VERIZON WIRELESS	CELL SERVICE	167.72	30388
505-651-850.000	TELEPHONE EXPENSE	IVSCOMM INC.	MONTLY MINUTE PLAN	40.00	30133
505-651-910.000	INSURANCE AND BONDS	EMC INSURANCE COMPANIES	INSURANCE FOR NEW AMBULANCE	1,468.00	30339
505-651-910.100	WORKERS' COMP 7-1-25 TO 6-30-26	MML WORKERS' COMP FUND	WORKERS' COMPENSATION INS. 7-1-25 TO	7,212.17	30348
505-651-920.000	UTILITIES	CONSUMERS ENERGY	NATURAL GAS - 128 HIGH STREET - 5/1/2	247.26	30335
505-651-920.000	UTILITIES	CONSUMERS ENERGY	ELECTRIC - 128 HIGH STREET 5/2/25 TO	724.29	30335
505-651-920.000	UTILITIES	CHARTER COMMUNICATIONS	INTERNET - 128 HIGH STREET	80.00	30332
505-651-920.000	UTILITIES-128 HIGH ST-WATER BIL	VILLAGE OF MIDDLEVILLE	WATER AND SEWER BILL-JUNE 2025	522.97	30389
505-651-920.000	UTILITIES	CONSUMERS ENERGY	ELECTRIC 128 HIGH STREET 6-3-25 TO 7-	906.90	30130
505-651-920.000	UTILITIES	CONSUMERS ENERGY	NATURAL GAS 128 HIGH STREET - 6-3-25	58.40	30131
505-651-930.000	REPAIR & MAINT-GENERAL	STRYKER SALES, LLC.	FLOOR PLATE ASSEMBLY KIT, RELOAD	751.64	30356
505-651-930.000	REPAIR & MAINT-GENERAL	STRYKER SALES, LLC.	KNEE GATCH BOLSTER MATTRESS	521.66	30356
505-651-930.000	REPAIR & MAINT-GENERAL	STRYKER SALES, LLC.	REPAIR TO ALVARIUM BATTERY	763.20	30384
505-651-931.000	REPAIR & MAIN-BLDG/GROUNDS	ROSE PEST SOLUTIONS	PEST CONTROL	44.00	30354
505-651-931.000	REPAIR & MAIN-BLDG/GROUNDS	TRANE US INC.	REPAIR & INSTALLATION	188.25	30359
505-651-931.000	REPAIR & MAIN-BLDG/GROUNDS	TRANE US INC.	COOLING REPAIR	337.25	30387
505-651-931.000	REPAIR & MAIN-BLDG/GROUNDS	CHERRY VALLEY PLUMBING I	STATE REQUIRED CROSS CONNECTION CONTR	240.00	30366
505-651-931.000	REPAIR & MAIN-BLDG/GROUNDS	NTA PROPERTY MANAGEMENT,	FIRE BARN MOWING 6/2, 6/9, 6/16, & 6/	126.00	30375
505-651-939.000	REPAIR & MAINT-VEHICLES	ED KOEHN FORD OF WAYLAND	MEDIC 52 - FUEL SYSTEM SERVICE/FLUSH,	4,528.28	30338
505-651-939.000	REPAIR & MAINT-VEHICLES	FNBO	CC STATEMENT 5/1/25 TO 5/31/25	108.62	30340
505-651-939.000	REPAIR & MAINT-VEHICLES	TIRES 2000	BRAVO 53 - TIRE REPAIR	31.50	30358
505-651-939.000	REPAIR & MAINT-VEHICLES	TIRES 2000	MEDIC 54 OIL CHANGE	115.32	30386
505-651-939.000	REPAIR & MAINT-VEHICLES	MIDDLEVILLE PARTS PLUS	AMBULANCE 54 BATTERY	155.49	30374
505-651-955.000	BAD DEBTS	MERCHANTS & MEDICAL CRED	COLLECTION FEE FOR UNCOLLECTABLE ACCO	360.68	30346
Total For Dept 651 AMBULANCE				42,811.03	
Total For Fund 505 AMBULANCE FUND				42,811.03	
Fund 590 SEWER FUND					
Dept 536					
590-536-702.000	SAL / OPER CONTRACT	BRYAN FINKBEINER	DUNCAN LK WWSL MONTHLY MONITORING - J	1,412.50	30364
590-536-740.000	OFFICE/OPERATING SUPPLIES	VERIZON WIRELESS	CELL SERVICE	40.01	30388
590-536-743.000	LAB EXPENSE	PACE ANALYTICAL SERVICES	PROJECT 50102334	349.60	30349
590-536-743.000	LAB EXPENSE	PACE ANALYTICAL SERVICES	PROJECT 50402508	244.40	30349
590-536-743.000	LAB EXPENSE	PACE ANALYTICAL SERVICES	PROJECT 50402688	300.00	30349
590-536-743.000	LAB EXPENSE	PACE ANALYTICAL SERVICES	PROJECT 50402782	300.00	30349
590-536-743.000	LAB EXPENSE	PACE ANALYTICAL SERVICES	PROJECT 50402893	92.10	30349
590-536-743.000	LAB EXPENSE	PACE ANALYTICAL SERVICES	PROJECT 50403030	244.40	30349
590-536-808.100	PROF SERVICES/COLLECTION SYSTEM	JOE & BARBS SEPTIC SERVI	MAY 2025 SERVICE CALLS & PUMPING	2,650.00	30344
590-536-808.200	COLLECTION SYSTEM-PUMPING TANKS	JOE & BARBS SEPTIC SERVI	MAY 2025 SERVICE CALLS & PUMPING	2,750.00	30344
590-536-920.000	UTILITIES	CONSUMERS ENERGY	PARMALEE ROAD 5/25/25 TO 6/23/25	977.43	30367

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INVOICE GL DISTRIBUTION REPORT FOR THORNAPPLE TOWNSHIP
POST DATES 06/06/2025 - 07/09/2025
BOTH JOURNALIZED AND UNJOURNALIZED
BOTH OPEN AND PAID

Page: 5/6

GL Number	Invoice Line Desc	Vendor	Invoice Description	Amount	Check #
<hr/>					
Fund 590 SEWER FUND					
Dept 536					
590-536-931.000	REPAIR & MAIN-BLDG/GROUNDS/MOWI	GREEN GRASS	WEED CONTROL	250.00	30371
590-536-931.000	REPAIR & MAIN-BLDG/GROUNDS/MOWI	NTA PROPERTY MANAGEMENT,	LAWN MAINTENANCE AT SEWER PONDS 6/12/	257.00	30375
		Total For Dept 536		<hr/> 9,867.44	
		Total For Fund 590 SEWER FUND		<hr/> 9,867.44	

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INVOICE GL DISTRIBUTION REPORT FOR THORNAPPLE TOWNSHIP
POST DATES 06/06/2025 - 07/09/2025
BOTH JOURNALIZED AND UNJOURNALIZED
BOTH OPEN AND PAID

Page: 6/6

GL Number	Invoice Line Desc	Vendor	Invoice Description	Amount	Check #
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Fund Totals:

Fund 101 GENERAL FUND	203,829.77
Fund 206 FIRE DEPT	38,418.38
Fund 220 WEED CONTROL	3,447.15
Fund 505 AMBULANCE FUN	42,811.03
Fund 590 SEWER FUND	9,867.44

Total For All Funds:	<hr/> 298,373.77
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CASH SUMMARY BY FUND FOR THORNAPPLE TOWNSHIP
FROM 06/01/2025 TO 06/30/2025
CASH AND INVESTMENT ACCOUNTS

Fund	Description	Beginning Balance 6-1-25	Total Debits	Total Credits	Ending Balance 6-30-25
101	GENERAL FUND	2,055,753.91	188,484.33	221,537.97	2,022,700.27
203	MOE RD SPECIAL ASSESSMENT	1.45	0.00	0.00	1.45
205	EMERGENCY SERVICES MILLAGE	143.45	0.41	0.00	143.86
206	FIRE DEPT	755,265.17	182,124.56	244,466.79	692,922.94
209	CEMETERY-SHAW	42,746.80	125.63	0.00	42,872.43
220	WEED CONTROL ASSESSMENTS	20,636.97	60.65	0.00	20,697.62
305	NOFFKE ROAD PAVING - BOND FUND	27,543.16	80.95	0.00	27,624.11
403	EMERGENCY SERVICES CAPITAL IMPROVEMENTS	654,081.37	497,024.15	497,282.19	653,823.33
505	AMBULANCE FUND	330,832.02	158,026.71	155,597.22	333,261.51
590	SEWER FUND	310,490.81	2,508.73	9,716.13	303,283.41
701	TRUST & AGENCY FUND	25,635.90	249.96	0.00	25,885.86
TOTAL - ALL FUNDS		4,223,131.01	1,028,686.08	1,128,600.30	4,123,216.79

INVOICE APPROVAL REPORT
FOR BOARD MEETING JULY 14, 2025
6/9/25 TO 7/13/2025

	DATE 6/21/2025	DATE 7/8/2025	DATE 7/9/2025	TOTAL
Total for fund 101 GENERAL FUND	\$12,721.24	\$190,491.84	\$616.69	\$203,829.77
Total for fund 203 MOE RD. SPEC. ASSESS	\$0.00	\$0.00	\$0.00	\$0.00
Total for fund 205 EMERGENCY SVCS MILLAGE	\$0.00	\$0.00	\$0.00	\$0.00
Total for fund 206 FIRE DEPT	\$34,308.93	\$3,104.16	\$1,005.29	\$38,418.38
Total for fund 209 CEMETERY - SHAW	\$0.00	\$0.00	\$0.00	\$0.00
Total for fund 220 WEED CONTROL ASSESSMENT	\$0.00	\$3,447.15	\$0.00	\$3,447.15
Total for fund 305 NOFFKE RD PAVING - BOND	\$0.00	\$0.00	\$0.00	\$0.00
Total for fund 403 ES CAPITAL IMPROV	\$0.00	\$0.00	\$0.00	\$0.00
Total for fund 505 AMBULANCE FUND	\$25,277.43	\$16,528.30	\$1,005.30	\$42,811.03
Total for fund 590 SEWER FUND	\$6,930.50	\$2,936.94	\$0.00	\$9,867.44
Total for fund 701 TRUST & AGENCY	\$0.00	\$0.00	\$0.00	\$0.00
TOTAL - ALL FUNDS	\$79,238.10	\$216,508.39	\$2,627.28	\$298,373.77

Treasurer's Financial Summary/Investment Report

For Month Ending June 2025

	Beginning Balance	Revenues	Transfer to / from Accounts	Expenditures	Ending Fund Balance
GENERAL	\$ 2,055,755.36	116,042.08		60,512.72	\$ 2,111,284.72
FIRE	\$ 755,265.17	10,768.97		73,111.20	\$ 692,922.94
AMB	\$ 330,832.02	119,979.07		117,049.58	\$ 333,761.51
					\$ 3,137,969.17
RESTRICTED FUNDS					
EMER. SERVS. MILLAGE*	\$ 143.45	0.41			\$ 143.86
EMS CAPITAL IMPROV.*	\$ 497,635.16	1,664.74		2,428.00	\$ 496,871.90
EMS CAPITAL IMPROV.*	\$ 156,446.21	505.22		-	\$ 156,951.43
TRUST & AGENCY	\$ 25,635.90	249.96			\$ 25,885.86
SHAW CEMETERY	\$ 42,746.80	125.63			\$ 42,872.43
SEWER O/M	\$ 229,351.31	1,688.56		9,716.13	\$ 221,323.74
SEWER DEBT SERVICE	\$ 81,139.50	820.17		-	\$ 81,959.67
NOFFKE ROAD BOND	\$ 27,543.16	80.95			\$ 27,624.11
DUNCAN LAKE W/C	\$ 20,636.97	60.65		-	\$ 20,697.62
Total Funds				RESTRICTED FUNDS	\$ 1,074,330.62

*Self Restricted Funds

TOWNSHIP FUNDS

Month End Balance	Cash	Invested	Total Fund Balance
GENERAL	\$ 1,338,385.42	\$ 772,899.30	\$ 2,111,284.72
FIRE	\$ 531,308.42	\$ 161,614.52	\$ 692,922.94
AMB	\$ 227,546.82	\$ 106,214.69	\$ 333,761.51
TOTAL	\$ 2,097,240.66	\$ 1,040,728.51	\$ 3,137,969.17

RESTRICTED USE FUNDS

Month End Balance	Cash	Invested	Total Restricted Use
EMER. SRVS. MILLAGE	\$ 139.92	\$ 3.94	\$ 143.86
EMS CAPITAL IMPROVEMENT	\$ 195,780.87	\$ 458,042.46	\$ 653,823.33
TRUST & AGENCY	\$ 25,885.86	\$ -	\$ 25,885.86
SHAW CEMETERY	\$ 42,872.43	\$ -	\$ 42,872.43
SEWER O/M	\$ 221,323.74		\$ 221,323.74
SEWER DEBT SERVICE	\$ 81,959.67		\$ 81,959.67
NOFFKE ROAD BOND	\$ 27,624.11		\$ 27,624.11
DUNCAN LK W/C	\$ 20,697.62	\$ -	\$ 20,697.62
TOTAL	\$ 616,284.22	\$ 458,046.40	\$ 1,074,330.62

Please consider this Treasurers Investment Report required by PA20.

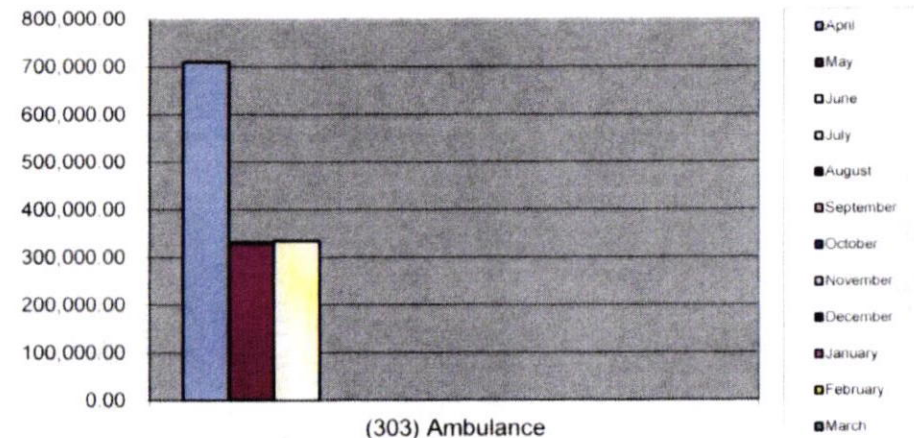
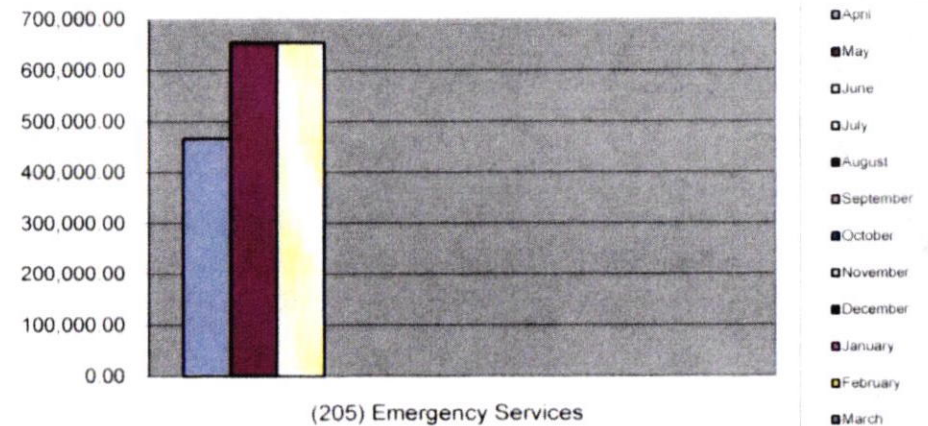
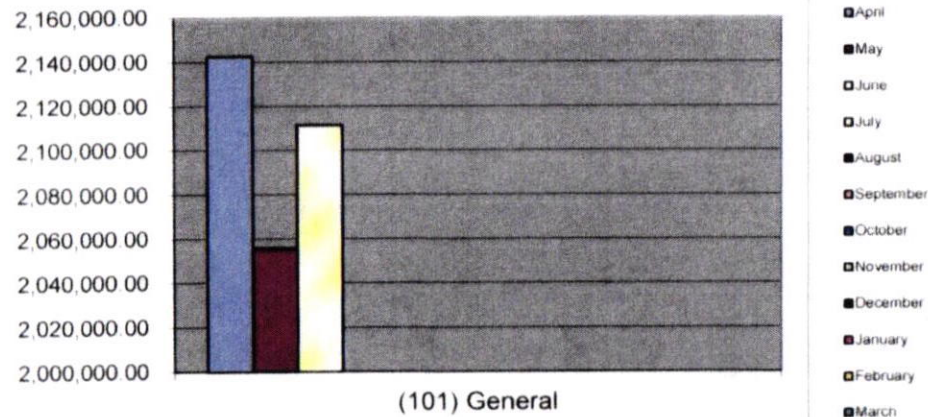
Summary Fund Charts

		April	May	June	July	August	September	October	November	December	January	February	March
(101)	General	2,142,478.48	2,055,755.36	2,111,284.72									

		April	May	June	July	August	September	October	November	December	January	February	March
(205)	Emer. Svcs	465,558.42	654,224.82	653,967.19									

		April	May	June	July	August	September	October	November	December	January	February	March
(206)	Fire	792,771.67	755,265.17	692,922.94									

		April	May	June	July	August	September	October	November	December	January	February	March
(303)	Ambulance	708,742.61	330,832.02	333,761.51									



General Fund (101, 203)
For Month Ending June 2025

Balance Forward		\$ 2,055,755.36
Revenues		
State Shared Revenue	88,583.00	
Metro Act Shared Revenue	11,186.82	
Cemetery Lot Fees	850.00	
Misc. Cemetery fees	925.00	
Interest	5,117.31	
Misc: Zoning	450.00	
Reimbursement: Nov Elections	7,968.75	
Reimbursement - Employee Healthcare	961.20	
Total Revenues	<u>\$ 116,042.08</u>	
		<u>\$ 2,171,797.44</u>
Expenditures		
A/P Expenses	30,394.93	
Payroll & Payroll Taxes	30,117.79	
Total Expenditures	<u>\$ 60,512.72</u>	

TOTAL GENERAL FUND	\$ 2,111,284.72
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Shaw Cemetery (209)
For Month Ending June 2025

Beginning Balance	42,746.80
Interest	125.63
A/P Expenses	
Total	<u>\$ 42,872.43</u>

TOTAL SHAW CEMETERY FUND	\$ 42,872.43
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Fire Fund (206)

For Month Ending June 2025

Balance Forward		\$	755,265.17
Revenues			
Charge for Services	1,120.00		
Grants	4,042.50		
Interest	2,080.50		
Misc. Revenue	3,000.00		
Reimbursement - Healthcare Contribution	525.97		
Total Revenues	<u>\$ 10,768.97</u>		
		\$	766,034.14
Expenditures			
A/P Expenses	36,153.33		
Payroll & Payroll Taxes	36,957.87		
Total Expenditures	<u>\$ 73,111.20</u>		
TOTAL FIRE FUND		\$	692,922.94

Emergency Services Millage Fund (205, 403)

For Month Ending June 2025

Restricted Capital Improvement Millage Fund(205)

Balance Forward		\$	143.45
Revenues			
Interest	0.41		
Total Revenues	<u>\$ 0.41</u>		
Expenditures			
Transfer To Restricted Funds			
Total Expenditures	<u>\$ -</u>		
		\$	143.86

Restricted Capital Improvement Fund (403)

Balance Forward		\$	497,635.16
Revenues			
Interest	1,664.74		
Total Revenues	<u>\$ 1,664.74</u>		
Expenditures			
A/P Expenses	2,428.00		
Total Expenditures	<u>\$ 2,428.00</u>		
		\$	496,871.90

Restricted Capital Improvment Money Market Fund (403)

Beginning Balance	\$ 156,446.21		
Interest	\$ 505.22		
Total		\$	156,951.43

TOTAL EMERGENCY SERVICES FUND		\$	653,967.19
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Ambulance Fund (505) For Month Ending June 2025

Balance Forward		\$ 330,832.02
Revenues		
Charge for Services	2,428.63	
Transports - Corewell Health	1,376.25	
Ach'ed Payments	72,906.62	
Direct Deposit/CC Payments	19,788.05	
Interest	997.11	
Misc Revenue	1,914.00	
Grants	5,642.50	
CPR/First Aid/PHTLS classes	14,400.00	
Reimbursement - Healthcare Contribution	525.91	
Total Revenues	<u>\$ 119,979.07</u>	
Expenditures		
A/P Expenses	44,660.32	
Payroll & Payroll Taxes	72,389.26	
Total Expenditures	<u>\$ 117,049.58</u>	

TOTAL AMBULANCE FUND	\$ 333,761.51
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Trust & Agency Fund (701) For Month Ending June 2025

Balance Forward		\$ 25,635.90
Revenues		
Escrow Holdings	177.00	
Interest	72.96	
Total Revenues	<u>\$ 249.96</u>	
Expenditures		<u>\$ 25,885.86</u>
A/P Expenses		
Total Expenditures	<u>\$ -</u>	

TOTAL TRUST & AGENCY FUND	\$ 25,885.86
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Noffke Road Paving Bond (305) For Month Ending June 2025

Balance Forward		\$ 27,543.16
Revenues		
Interest	80.95	
Total Revenues	<u>\$ 80.95</u>	
Expenditures		<u>\$ 27,624.11</u>
Bond Payments		
Total Expenditures	<u>\$ -</u>	

TOTAL NOFFKE ROAD PAVING BOND FUND	\$ 27,624.11
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Duncan Lake Weed Control (220)
For Month Ending June 2025

	Beginning Balance		20,636.97
Revenues			
	Tax Collections		
	Interest	60.65	
Total Revenues		60.65	
Expenditures			
	A/P Expenses		
Total Expenditures		\$ -	
TOTAL DUNCAN LAKE WEED CONTROL		\$	20,697.62

Sewer O & M Fund (590)
For Month Ending June 2025

	Balance Forward		\$ 229,351.31
Revenues			
	Charge for Services	1,040.00	
	Interest	648.56	
Total Revenues		\$ 1,688.56	
Expenditures			
	A/P Expenses	9,716.13	
Total Expenditures		\$ 9,716.13	
TOTAL SEWER O & M FUND		\$	221,323.74

Sewer Debt Service Fund (590)
For Month Ending June 2025

	Balance Forward		\$ 81,139.50
Revenues			
	Charge for Debt	580.00	
	Interest	240.17	
Total Revenues		\$ 820.17	
Expenditures			
	Debt/Interest Payment		
Total Expenditures		\$ -	
TOTAL SEWER DEBT SERVICE		\$	81,959.67

Depository and Investment Report

Account Balances as Of 6/30/2025

		TOTAL	CASH/Money Market	Money Market Investment	Investment (MI Class)	Investment (MI Class)
101	General Fund	2,111,283.27	1,338,383.97		13,272.06	759,627.24
203	Moe Road Dust Control	1.45	1.45			
205	Emergency Services - Millage	143.86	139.92			3.94
206	Fire	692,922.94	531,308.42		161,614.52	
209	Shaw Cemetery	42,872.43	42,872.43			
220	Weed Control	20,697.62	20,697.62			
305	N Noffke Drive Road Bond	27,624.11	27,624.11			
403	EMS - Capital Improvement	653,823.33	195,780.87	156,951.43	301,091.03	
505	Ambulance	293,870.60	187,655.91			106,214.69
505	Ambulance - remote deposit	39,890.91	39,890.91			
590	Sewer O/M	221,323.74	221,323.74			
590	Sewer Debt Service	81,959.67	81,959.67			
	P/R	9,644.74	9,644.74			
	A/P	7,669.33	0.00			
Disbursement / Sweep account Total		\$ 4,203,728.00	\$ 2,697,283.76	\$ 156,951.43	\$ 475,977.61	\$ 865,845.87
701	Trust & Agency	25,885.86	25,885.86			
	Tax	2,513.57	2,513.57			
		\$ 28,399.43	\$ 28,399.43			
TOTAL of ALL Accounts		\$ 4,232,127.43				

TOWNSHIP *of* THORNAPPLE



Eric Schaefer, *Supervisor* / Cindy Ordway, *Clerk* / Laura Bouchard, *Treasurer*
Ross DeMaagd, *Trustee* / Kim Selleck, *Trustee* / Curt Campbell, *Trustee* / Sandy Rairigh, *Trustee*

Phone 269-795-7202 * Fax 269-795-8812 * 200 E Main St.,
PO Box 459, Middleville MI 49333 * www.thornapple-twp.org

July 7, 2025

Thornapple Twp Board Members,

Since the last monthly report, we have received zoning compliance permits for the following:

New single family homes 3, Home addition 1, Accessory buildings 2, In-ground pools 1 and above ground pools 1, Fences 2, 1 solar array and a conc approach for an acc building.

We have 1 Public Hearing coming to the Planning Commission this month. We will be having regular meetings with Nathan from Williams & Works, we just had our first meeting on July 1, 2025.

Had a couple minor items in code that required minimal involvement but are either handled or in the works.

Respectfully,

Phil Gensterblum
Zoning Administrator

Thornapple Twp Zoning Compliance Permits 2025

Permit #	Submit Date	Address	Parcel #	Applicant Name	Type	Date Approved	Notes
2025-01	1/13/2025	8206 E State Rd	08-14-023-005-00	Derek Allan	Demo	1/13/2025	Demo old pole barn to clear for new SFH
2025-02	1/13/2025	8206 E State Rd	08-14-023-005-00	Derek Allan	New SFH	1/13/2025	
2025-03	1/21/2025	6827 N Noffke Dr	08-14-070-012-00	Robert Raines	Acc Bldg	1/27/2025	
2025-04	1/28/2025	2675 Windy Ridge Dr	08-14-007-002-20	Ryan Goosen	In-ground pool		Awaiting opinion reg pool cover
2025-05	2/5/2025	9445 Adams Rd	08-14-034-004-20	Matthew Offringa	Home addition	2/10/2025	
2025-06	2/19/2025	7237 Gibson Farms Rd	08-14-024-001-35	Rick Thorington	In-ground pool	2/19/2025	
2025-07	2/20/2025	2812 Dan Valley Dr	08-14-034-012-10	Chandler Quartel	New SFH	2/24/2025	
2025-08	2/26/2025	5500 N M-37	08-14-015-007-10	Ed Jackson	Deck enclosure	2/26/2025	
2025-09	3/3/2025	7100 N Robertson Rd	08-14-001-015-20	Karen Raterink	Acc Bldg	3/12/2025	
2025-10	3/4/2025	8855 Parmalee Rd	08-14-002-001-00	Justin Wigger	Acc Bldg	3/5/2025	No permit, 2nd offense, Cit #0051 was issued/paid
2025-11	3/10/2025	9890 Parmalee Rd	08-14-003-017-00	Greg Lydy for the Wilson's	Demo	3/10/2025	
2025-12	3/10/2025	9890 Parmalee Rd	08-14-003-017-00	Greg Lydy for the Wilson's	New SFH	3/10/2025	
2025-13	3/18/2025	10255 Sugar Tree Ct	08-14-160-042-00	Renaissance for Siegels	Covered deck	3/19/2025	
2025-14	3/24/2025	11950 Bass Rd	08-14-032-008-10	Lorie VanDuine	Acc Bldg	3/24/2025	
2025-15	4/16/2025	6047 N Nmoe Rd	08-14-012-005-07	Wolbers Pools for the Cheney's	In-ground pool	5/5/2025	
2025-16	4/16/2025	2185 N Payne Lake Rd	08-14-031-011-10	Dennis Postema	Acc Bldg	4/16/2025	
2025-17	4/22/2025	7051 Duncan Lake Rd	08-14-005-010-02	Lance Scheidel for the Freeman's	New SFH	5/7/2025	
2025-18	4/29/2025	9430 Parmalee Rd	08-14-003-002-00	Joy Pearson	Acc Bldg	4/30/2025	
2025-19	4/29/2025	12740 Green Lk Rd	08-14-019-001-00	T-Mobile	Acc Bldg	5/7/2025	Also placing an antenna on an existing tower
SIGN	5/5/2025	7880 M-37	08-14-004-005-00	Broadmoor Properties	Sign	5/5/2025	
2025-20	5/1/2025	6580 N Noffke	08-14-085-001-00	Mitchell Hoaksmas	Acc Bldg		Awaiting site eval
2025-21	5/1/2025	7105 Gibson Farms Rd	08-14-024-001-38	AE Homes for Green Dev Ventures	New SFH	5/7/2025	
2025-22	5/1/2025	7149 Gibson Farms Rd	08-14-024-001-37	AE Homes for Green Dev Ventures	New SFH	5/7/2025	
2025-23	5/1/2025	7191 Gibson Farms Rd	08-14-024-001-36	AE Homes for Green Dev Ventures	New SFH	5/7/2025	
2025-24	5/5/2025	8200 W Crane Rd	08-14-014-002-00	Quality Pool & Spa for Robertson's	In-ground pool		Awaiting site eval
2025-25	5/5/2025	10269 Dykstra Dr	08-14-021-016-40	Michael Riley	Acc Bldg	5/5/2025	Ag waiver signed

Permit #	Submit Date	Address	Parcel #	Applicant Name	Type	Date Approved	Notes
2025--26	5/7/2025	6851 Robertson Rd	08-14-012-013-30	Jon Zwyghuizen	Acc Bldg	5/19/2025	
2025--27		5701 Ravine Rd	08-14-160-023-00	Jon Starkey	Fr Yd Acc Bldg		SLU-175 6/23/2025
2025--28	5/12/2025	7850 Garbow Rd	08-14-012-005-06	Michael Knight	New SFH	5/12/2025	
2025--29	5/19/2025	3317 Calming Meadows	08-14-027-002-02	Talle Dahn	In-ground pool	5/21/2025	
2025--30	5/20/2025	7724 N Moe Rd	08-14-001-012-70	Jean Ray	Solar array	5/21/2025	

2025--31	5/27/2025	8697 W Garbow Rd	08-14-014-012-00	David & Nancy Reed	Acc Bldg	5/28/2025
2025--32	5/28/2025	3170 N Loop Rd	08-14-025-009-00	Jason Cox	Pool	5/28/2025
2025--33	5/28/2025	8201 W Garbow Rd	08-14-014-02702	Dean McNutt	New SFH	5/28/2025
2025--34	6/4/2025	7025 N Noffke Dr	08-14-006-002-00	Dan Green	3 Season Room	6/11/2025
2025--35	6/16/2025	7295 Bouman Dr	08-14-040-002-10	Robin Andrews	Fence	
2025--36	6/23/2025	7087 Outback	08-14-002-016-20	Wade Brown	Conc appr acc bldg	6/23/2025
2025--37	6/23/2025	4641 Robertson Rd	08-14-024-001-20	Marquise & Abbie Gill	New SFH	6/25/2025
2025--38	6/24/2025	12076 Olivia Dr	08-14-175-019-00	Sydney LaDere	Fence	6/25/2025
2025--39	6/24/2025	9000 108th St	08-14-001-001-00	Karen Anson	Acc Bldg	7/2/2025
2025--40						
2025--41						
2025--42						
2025--43						
2025--44						
2025--45						
2025--46						
2025--47						
2025--48						
2025--49						
2025--50						

Permit #	Submit Date	Address	Parcel #	Applicant Name	Type	Date Approved	Notes
2025--51							
2025--52							
2025--53							
2025--54							
2025--55							
2025--56							
2025--57							
2025--58							
2025--59							
2025--60							
2025--61							
2025--62							
2025--63							
2025--64							

Emergency Services Committee meeting
July 9th, 2025

Monthly Reports

- Run report –
- Staffing -
- Rock the Country update
- MVA – collections discussion
- Dispatch to purchase our pagers (reimbursement)
- Medic purchase 4/2026
- Accounting discrepancies

• **Apparatus**

- E-52 (2022) – Cleared DOT
- Brush 53 (2001) – rockers, parking brake, oil leak, exhaust issues, wipers – booster hose damaged – Hastings has a hose they are going to give us to replace.
- E-51 (2015) – passed DOT- water level indicator oos waiting on parts
- Tanker 54 (2000) –DOT compliant
- Medic 51 (2025)– new in service – radios installed; graphics complete
- Medic 52 (2021)- DOT compliant - damaged on a call – transmission failure- rebuilt
- Bravo 53 (2001)- DOT compliant – electrical issue repaired
- Bravo 54- (2024) repaired in service
- Bravo 55- (2016) – DOT compliant – will be at the station until the company is ready for the remount.
- Command vehicle –

Revenue

- Medic revenues report –

Equipment

- Hose – received – waiting on the nozzles

Emergency Services Committee meeting
July 9th, 2025

Grant(s)

- State of Michigan workforce grant approved
 - Pay for 10 EMT's class Ends August 7th
 - Pays for 4 members to go to Instructor coordinator class
- Full-time firefighter's turnout gear program- received \$21,000
- MIOSHA grant – 1/1/2025 – approved purchasing turnout gear
- AFG –
 - Ambulance (\$325,000)- reapplied – complete proofing and submitting this week - 12/4/2024
 - Stryker equipment grant (\$132,000)- submitted 12/4/2024
- Walmart grant – submitted to \$5000 – granted \$2000
- Gary Sinise grant- submitted 12/10/2024 \$72,000 – brush truck
- Fire House subs grant – submitted 4/3/2025 \$20,283.86- can-am street legal – Declined
- National Volunteers council – Carins helmet grant – declined
- National Volunteers council- Nutella \$5000 equipment grant
- National Volunteers council – Turnout gear 4 sets of gear
- MSU- Workforce grant- \$98,000 (4) medic students and pay- received
- AFG – SAFER grant \$1.320, 0000 for hiring four new full-time firefighters.
- Dennis Leary Firefighter grant – 5 sets of turn out gear

○ **Station needs**

- Wall crack – no need to repair not leaking anymore
- Still wait to meet with other HVAC engineers

○ **Community events coming up**

Agenda Requests

Personnel

Employee handbook update
Healthcare coalition meetings

Thornapple Township Fire Department Monthly report

Thornapple	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Total
EMS	18	13	10	17	17	13							88
Fire	5	4	3	8	12	5							37
Both	4	2	1	4	4	4							19
Middleville													
EMS	18	28	32	28	32	50							188
Fire	3	7	4	8	9	4							35
Both	0	0	0	1	3	2							6
Irving													
EMS	8	17	9	10	11	10							65
Fire	3	1	2	2	0	0							8
Both	1	1	1	1	1	0							5
Yankee Springs													
EMS				14	19	23							56
No Transports				2	9	9							20
Rutland													
EMS					9	19							28
No Transports					4	7							11
Transfers	127	100	131	112	85	88							643
Fire mutual aid	2	1	1	5	1	0							10
Aid to													
Mercy	10	23	16	19	8	22							98
Life	21	15	8	5	9	10							68
Wayland	4	5	1	0	2	1							13
Aid from													
Mercy	1	1	1	1	0	2							6
Life	0	0	0	0	0	0							0
Wayland	0	0	0	1	0	3							4
cx enroute	13	14	15	23	24	30							119
Monthly total	238	232	235	261	259	302	0	0	0	0	0	0	1496

Annual total

Previous year run
totals

2024	2480
2023	1848
2022	1558

THORNAPPLE TOWNSHIP PLANNING COMMISSION

Regular Meeting, June 23, 2025

1. Call to Order:

- a. The meeting was called to order by Tom Kilgore at 7:00 p.m. at the Thornapple Township Hall located at 200 East Main Street Middleville, Michigan 49333.
- b. Present: Tom Kilgore, Sandy Rairigh, Bryan Finkbeiner, Elaine Denton, Linda Gasper, Craig Wandrie, and Elizabeth Hansson. Also present: Sydney LaDere, Nicole Lyke, Brad Brown, Emily Croff, Rosemary Herbert, Bob Curtiss, Kendra Curtiss, Brian Eggers, Ashley Mize, Kaylee Ketchum, Marshall Pierce, Kathee Pierce, Laura Otto, Jon Starkey, Phil Gensterblum and Brenda Hess.

2. Approval of Agenda:

MOTION by Gasper, **SUPPORT** by Denton to approve the agenda with removal of New Business Item 6-a Cornerstone Development. **MOTION CARRIED** with 7 yes voice votes.

3. Approval of Minutes:

MOTION by Rairigh **SUPPORT** by Finkbeiner to approve the May 19, 2025, meeting minutes with a spelling correction in Item 9-b. **MOTION CARRIED** with 7 yes voice votes.

4. Citizen Comments: None.

5. Public Hearings:

a. Special Land Use #174 – Day Care Second Address – Sydney LaDere

1. Applicant Presentation: Sydney LaDere is requesting an additional SLU for her daycare. Recently her daycare was granted a second separate address from her home as requested by her accountant for tax purposes. This SLU would be for the new address and would include building an office above the garage. The previous address was granted SLU #163. LaDere reviewed the work she has done to be sure the daycare is compliant with state and local requirements. She has had complaints from some neighbors about running a daycare in the neighborhood. There have also been concerns regarding her fiancée being a registered sex offender. LaDere wants to be a good neighbor and expressed a desire to have her daycare be an asset to the community. She addressed concerns regarding having a second home-based business by stating the salon in her home is only for family and is not a home business. She noted she does have a traveling stylist business, but that no clients are seen in her home. She commented that her daycare does not currently have fencing but would take care of the requirement immediately.

2. Planning and Zoning Administrator: Gensterblum explained the house was not completed during the first site plan visit and suggested the site plan committee visit once the fence has been installed.

3. Public Hearing: Opened at 7:19 pm.

a. Brian Eggers does not want two businesses across the street from his property. Expressed concerns about traffic. Says applicant wants second address solely to run a second business from the same location. He opposes granting the second address SLU #174.

b. Rosemary Herbert is new to Middleville and lives almost across the street from the applicant. She views the daycare as being positive and has not personally noticed excessive traffic. Expressed appreciation for applicants "entrepreneurial spirit" and added the home is neat and well kept. Commented if the second address is good for business and the applicant is following the rules, her request for SLU #174 should not be rejected.

c. Emily Croft is the parent of a child in applicant's daycare and lives in the neighborhood. Expressed support of SLU #174, but acknowledged change is hard. Says applicant's daycare is

a safe place and the children are well cared for. She is unsure of what she would do should the daycare close, citing the high cost and inconvenience of "center based" daycares. She is supportive of the applicant being granted SLU #174.

d. Ashley Meyers is a neighbor who also has children in applicant's care. She noted her husband is in law enforcement and has done a thorough check of the applicant's fiancée and is satisfied the children are in no danger. She supports the applicant being granted SLU #174.

e. Nicole Lyke is a daycare client of the applicant. Commented the applicant gives back to the community and has gone out of the way to help with her children during her cancer treatment. She reported trying many other daycares and they are too expensive, too far away, don't have openings, or have long wait lists. She believes the applicant provides quality daycare and should be granted SLU #174.

f. Hailey Ketchum is a daycare client of applicant. She is uncertain what she would do for childcare should the daycare close. Says applicant goes above and beyond with her care and shared a personal experience of her caring for her child while her other child was in the NICU. She is in favor of granting SLU #174.

Public Hearing: Closed at 7:35 pm.

4. Commission Questions and Deliberation: Kilgore noted township residents are allowed one business per parcel of land, not one per address. If applicant is granted SLU #174, she could not open another business as both addresses are for the same parcel of land. Rairigh stated when SLU #163 was granted, Finkbeiner asked about the salon and applicant stated she was not going to open a salon. The applicant reiterated the salon area is only for family. She acknowledged she had made the mistake of advertising the salon space as a rental to an interested stylist via Facebook. Once she was informed a second business was not allowed, she withdrew her post. The applicant was reminded that having a fence is a standard requirement for all daycares within the township. Applicant is willing to put up a fence. Applicant was reminded that any traffic should be for pick-up and drop-off of children. Rairigh asked for clarification of why the applicant needed a second address and was told it was at the advice of her accountant for tax purposes. Gasper noted the original SLU #163 had seven requirements, and the second requirement was to have an outdoor space fenced. Noted because there is not a fence SLU #163 is not in compliance. Gasper does not want to approve SLU #174 until SLU #163 is in compliance. The applicant stated a fence would be installed as soon as possible. Denton agreed that SLU #174 should not be granted until the first is in full compliance. Finkbeiner inquired about the next steps and Gasper suggested tabling the decision to following month, giving the applicant time to install the fence and for the site plan committee inspect the property. Gensterblum noted that a fence needs to be a minimum of three feet tall. Applicant will send photos of the fence once installed. Applicant will need to get a zoning permit for the fence and Gensterblum will provide her with Section 19.42 daycare requirements for Thornapple Township.

MOTION by Gasper, **SUPPORT** by Finkbeiner to **TABLE** the decision on SLU #174 until the July meeting to give applicant time to be in full compliance with original SLU #163, and for the site plan committee to visit the property to verify requirements are met. **Roll Call Vote:** Finkbeiner-Yes, Denton-Yes, Gasper-Yes, Hansson-Yes, Kilgore-Yes, Rairigh-Yes, Wandrie-Yes. **MOTION CARRIED** with 7 yes roll call votes and 0 no votes.

b. Special Use 175 - Jon Starkey - Accessory Building in Front Yard

1. Applicant Presentation: Jon Starkey states he would like to build an accessory building in his front yard off to the side of his driveway due to the topography of his backyard and the existence of utilities in same. The building will be 26' x 36' and will match the existing home.

2. Planning and Zoning Administrator: Gensterblum noted that there are others who have had the same issue with backyards being incompatible with the construction of accessory buildings.

3. Public Hearing: Opened at 7:59 pm.

a. Kathy Pierce commented as a neighbor in direct proximity to the Starkeys, she supports this Special Use.

Public Hearing: Closed at 8:00.

4. Commission Questions and Deliberations: Discussion centered around the appearance of the building, where the door would be, and if the applicant received information regarding Township requirement 21.3-Accessory Buildings. Denton asked Gensterblum to make sure the applicant receives this information. It was noted the total percentage of a parcel of land which can be dedicated to an accessory building is three percent of the total amount of land.

MOTION by Finkbeiner **SUPPORT** by Rairigh to approve Special Use #175 for Jon Starkey - Accessory Building in Front Yard. **Roll Call Vote:** Finkbeiner-Yes, Denton-Yes, Gasper-Yes, Hansson-Yes, Kilgore-Yes, Rairigh-Yes, Wandrie-Yes. **MOTION CARRIED** with 7 yes roll call votes and 0 no votes.

c. Special Use 176 – Bob Curtiss - Accessory Building in Front Yard

1. Applicant Presentation: The Curtiss's property is secluded and is not visible from the road. The building will be for their fifth wheel camper to keep it out of the elements. Because their property is both hilly and wooded there is not an option to put the accessory building behind the house. It was noted there is already an existing accessory building, but it is not relevant to SLU #176. Presently the new accessory building is planned to only have a roof and will be "carport" style. Applicant was reminded that structure needs to match house. Having sides on the building was discussed and applicant agreed that sides would be added if required.

2. Planning and Zoning Administrator: The Curtiss's property is hilly and wooded, and the best option for an accessory building is in the front yard.

3. Public Hearing: Opened 8:11 pm.

a. Lauren Otto is a neighbor and has concerns the Curtiss' are running a home-based business from their property and if so, she would not be in favor of approving SLU #176. Applicants explained they were not running a home-based business and have no intention of doing so. Otto was invited to see the property by the applicants. Otto was satisfied and stated she would not be in opposition to the SLU provided it meant they would not run a home-based business.

Public Hearing: Closed at 8:13 pm.

4. Commission Questions and Deliberations: Finkbeiner noted the building should have sides. Kilgore agreed. The applicant said there would be a drop door on the front. Gasper reminded the applicant that the structure must match the house.

MOTION by Finkbeiner **SUPPORT** by Wandrie to approve Special Use #176 for Bob Curtiss - Accessory Building in Front Yard. **Roll Call Vote:** Finkbeiner-Yes, Denton-Yes, Gasper-Yes, Hansson-Yes, Kilgore-Yes, Rairigh-Yes, Wandrie-Yes. **MOTION CARRIED** with 7 yes roll call votes and 0 no votes.

6. New Business: None

7. Unfinished Business: None

8. Committee Reports:

- a. Ordinance Committee – [Kilgore, Finkbeiner, Rairigh, Gasper (alt)] – Will meet Tuesday, July 1 at 9:00 am to discuss Williams & Works project.
- b. Site Plan Committee – [Finkbeiner, Denton, Wandrie, Hansson (alt)] – None
- c. Joint Planning Committee – [Rairigh, Gasper, Denton, Kilgore (alt)] - None

9. Administrator's Report:

- a. Zoning Ordinance Audit: None
- b. Zoning Report: Gensterblum said there had been thirty-seven permits issued, with two still pending. There is one new home being built on Robertson Road. Two accessory buildings have been approved as well as several pools. There is one home roof solar project.
- c. Code Enforcement Report: Gensterblum reported he has been busy with the SLUs and haven't had many code enforcement issues. He has not heard from Hildebrands.

10. Commissioner Comments: Rairigh reported \$1,095.75 has been spent so far on the ordinance revision project with Williams & Works.

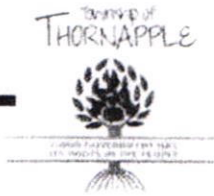
11. Adjournment:

MOTION by Rairigh, **SUPPORT** by Finkbeiner to adjourn the meeting at 8:22 p.m. **MOTION CARRIED** with 7 voice votes.

Sandra Rairigh, Secretary

Brenda Hess, Recording Secretary

Approved _____



Thornapple Township Agenda Request Form

Please have request submitted to Supervisor by E.O.B. on the 1st Monday of the Month.

TO: Thornapple Township Board

FROM: Cindy Ordway, Clerk

DATE: July 14, 2025

SUBJECT: Hiring for a part-time position-remote work possibly

RECOMMENDATION: To hire an Election Coordinator/Clerk Assistant permanent

BACKGROUND: Due to the recent changes and incredible increase in State requirements since 2022, along with changes to the election process, as well as help with non-statutory duties; additional help is necessary.

FISCAL IMPACT: Recommend \$20 per hour for a part-time position for approximately 20-25 hours per week to maintain the Election Voter Database, help to coordinate elections, and other duties as requested by the clerk.

BUDGET LINE: 101-215-702.100 - Clerk's Department other wages
101-262-702.000 - Election Salaries

AMOUNT AVAILABLE: This would require a budget amendment to add funds.

ALTERNATIVES: None; Not to hire. The clerk's department spends more than 90% of time on NON-statutory duties as listed below. This is only one attempt to free up time for clerk to maintain all current responsibilities of the clerk.

ATTACHMENTS: None

Clerk's Current List of Non-Statutory Duties:

Days/Week	Function:
1.5	Payroll
1	All HR Functions
	Monthly, Quarterly and Annual Payroll Tax Returns
	Quarterly Unemployment Tax Returns
	W-2 and 1099 Reporting and Maintenance
	Workman's Comp Reporting
2.5	Accounts Payable
.5	FOIA
1	Cemetery Management
	Finance Committee
	Personnel Committee
	Cemetery Committee
.25	Utility Billing
.25	Ambulance Billing Reconciliation
1	Misc. Service to Co-employees, etc.

Total-8 days/week-

Clerk Statutory Duties:

- Keeps Records
- Maintains Meeting Minutes
- Keeps Oath Book
- Prepared Financial Statement
- Maintain General Ledger
- Posts Special Meeting Notices
- Conducts Federal, State and Local Elections
- Maintains Voter Registration File
- Delivers Tax Certificates to Supervisor and County Member and Chair of Election Committee



Thornapple Township Agenda Request Form

Please have request submitted to Supervisor by E.O.B. on the 1st Monday of the Month.

TO: Thornapple Township Board

FROM: Eric Schaefer

DATE: 7/10/2025

SUBJECT: Trail Maintenance

RECOMMENDATION: Contract with Jason Mills and Jeremy Shriver to perform trail maintenance and mowing on the Township owned trail from Garbow road to Parmalee road for a cost not to exceed \$5000.00 for the remainder of 2025.

BACKGROUND: Jason and his Family maintained that section of trail for years and he has the knowledge and equipment to properly groom the trail. We originally approved \$4000, but based on the condition of the trail and the work Required, I am asking for another \$1000.00 and an additional person to Assist Jason.

FISCAL IMPACT: NTE \$5000.00

BUDGET LINE: 101-900-974.000 (Land Improvements)

AMOUNT AVAILABLE: \$75000.00

ALTERNATIVES: Status Quo

ATTACHMENTS:



Thornapple Township Agenda Request Form

TO: Thornapple Township Board

FROM: Thornapple Township Emergency Services

DATE: July 14, 2025

SUBJECT: purchase of polos for EMT school

RECOMMENDATION: Motion to approve purchasing polos

BACKGROUND: Thornapple Fire Department is teaching an EMT class and the students need polos to have students go on clinicals.

FISCAL IMPACT: The cost is built into the class fee

Budget line: 505-651-961.000

Amount available \$13,499

ALTERNATIVES:

ATTACHMENTS: none