

**LOCKE TOWNSHIP REGULAR BOARD MEETING AGENDA Jan. 09, 2024 7 PM**  
**LOCKE TWP HALL- 3805 BELL OAK RD, WMSTN 48895 517 468-3405**

1. Call to Order, Welcome, Pledge of Allegiance
2. Additions to agenda/approval of agenda
3. Action on Dec. 12, 2023 meeting minutes
4. Action on Accts Payable Independent Bank checks #6112 - #61\_\_ totaling \$ \_\_\_\_\_  
[Received \$35,506 Sept/Oct State Revenue Sharing]
5. Public Comment [3 minute limitation]
6. Unfinished Business:
  - \*Ordinance #2023-?? Authorize and Regulate the Operation of ORV's in Locke Twp  
Atty Hitch Oct 24<sup>th</sup> Memorandum; 20231204 & 20231214 email from Sgt Doyle-clarification
7. New Business:
  - \*Review Foster Swift Agreement, Apr. 11, 2023 Twp Bd min. and 20231214 Homier email [blue]
  - \*Quotes for security cameras for new ballot drop box & installation of ballot drop box [from last mo.]  
MI Twp Part Plan Risk Reduction Program grants opportunity
  - \*Budget Amendment:
    - 101 000 574 Revenue Sharing increase \$12,000 income
    - 101 567 818 Cemetery Contract Grounds Maint increase \$12,000 expense
  - \*Summary of Dec 12<sup>th</sup> Fahey Schultz workshop [green]
  - \*Res. 2024-01 To Establish Township Officers Salary
  - \*2024-25 Wages [pink]
  - \*Draft 2024-2025 General Budget Worksheet
  - \*Res. 2024-02 Ingham County Payment Reduction Program
  - \*Approval of \$130 registration, Zon Adm to attend MI Assoc of Planning Mar 6&7 virtual workshop,2-4pm
8. Reports:
  - Clerk** - Dec rev/exp report; mailed 245 Primary Party Selection Forms to AV's for Feb 27 Presidential Primary election; completed 2022-23 Continuing Education Certification for Election Officials; met w/ ADT re: Video monitoring; completed qtrly tax reports; mailed 374 AV applications for Feb 27 Election
  - Treasurer** – Dec 31 treas report; 12/07 attend MTA Financial Fundamentals workshop; 12/20 Civic Pulse Re: Hostility & Harassment in Governmental Office
  - Trustee** – Davis:
  - Trustee** – Shepler:
  - Supervisor** – attend Dec 14 NIESA Bd meeting; Dec NIESA report; complete annual MI State Police Forfeiture Report; attend Dec 12 Bd of Rev-action on 3 Affidavits; Jan 04 Corrections Deputy Interview panel @ Ingham County Sheriff Office
  - Zoning Administrator** –Dec report; building permits update; Planning Commission Annual Report
9. Public Comment [3 minute limitation]
10. Communications, seminars, etc.
  - \*Christmas cards from: Election Source, Williams & Works, Decker Agency, HSC Services, Independent Bank, Sunburst Memorials
  - \*Ing Co Sheriff Dept Sgt Chad Doyle – Dec calls:
  - \*Jan 23 MTA Capital Conference, Lansing, 7:30-5pm, \$85 early bird by Dec 31
  - \*MTA 2024 Educational Conference & Expo, April 22-25, Grand Traverse Resort
11. Any Other Business / Board member comments
  - Pages to insert into Zoning Ordinance – Ord. 2023-04 SES & Ord 2023-03 WES
12. Adjournment
  - The Township will provide necessary reasonable services to individuals with disabilities at the Board meeting upon 3 days notice in writing or by calling the Locke Township Clerk at 517 468-3405.

## PUBLIC COMMENT GUIDELINES

Officials will listen carefully and respectfully, while allowing for differences of opinion.

Township meetings are for the purpose of conducting Board business, part of which allows for public comment. Therefore, each person who wishes to address the Board is permitted 3 minutes to do so during the Public Comment period of the meeting.

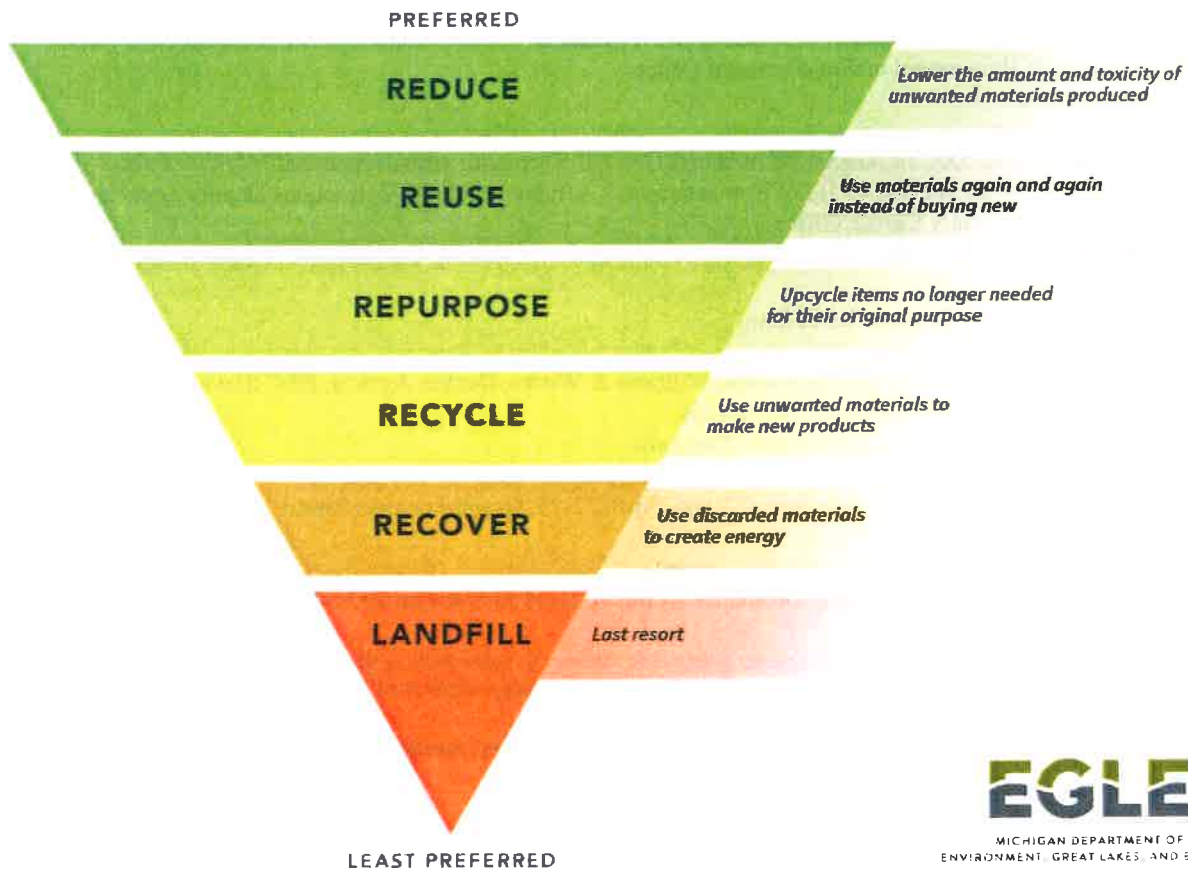
When addressing the Board, please state your name and address. Please observe rules of common courtesy.

Comments are to be directed to the Board. This is the purpose for the Public Comment period (that the Board may hear from the public). It is not the purpose of the Public Comment period to enter into a back-and-forth dialogue between the Board and the public. It is the public's turn to speak, and the Board's turn to listen. That said, questions may be asked by the Board in order to clarify what is said.

Those who have further questions or who wish to have conversations with the Board are welcome to contact Board members at times beyond the township meetings.

The Locke Township Board greatly appreciates your willingness to weigh in on issues, concerns, solutions. Your input is important to us.

# SUSTAINABLE MATERIALS MANAGEMENT



**EGLE**

MICHIGAN DEPARTMENT OF  
ENVIRONMENT, GREAT LAKES, AND ENERGY

**TDS Webmail****locketwpsupervisor@tds.net****RE: local township ORV Ordinance****From :** Joshua Treat <JTreat@ingham.org>

Thu, Dec 14, 2023 11:12 AM

**Subject :** RE: local township ORV Ordinance**To :** 'Dorothy Hart' <locketwpsupervisor@tds.net>, Chad Doyle <CDoyle@ingham.org>**Cc :** Andrew Daenzer <ADaenzer@ingham.org>, 'byarsj@michigan.gov' <byarsj@michigan.gov>

Dorothy,

One clarification from my original email. ORV's would be able to cross at a right angle over state roads (M-52).

-----Original Message-----

From: Joshua Treat

Sent: Thursday, December 14, 2023 10:48 AM

To: 'Dorothy Hart' &lt;locketwpsupervisor@tds.net&gt;; Chad Doyle &lt;CDoyle@ingham.org&gt;

Cc: Andrew Daenzer &lt;ADaenzer@ingham.org&gt;; 'byarsj@michigan.gov' &lt;byarsj@michigan.gov&gt;

Subject: RE: local township ORV Ordinance

Dorothy,

That is correct ORV's can't ride on Ingham County roads as we have no state trails. If Locke Twp was to adopt an ordinance then ORV's could ride on the side of the road, there are still state laws that need to be followed. The Sheriff's Office can only enforce state law within Locke Township. So we could still enforce laws just not anything that is an ordinance violation. I have included Conservation Officer Byars to this email. I spoke with him about this and he will answer any direct questions related to DNR enforcement. The one thing your residents will still not be able to do is ride on or cross state roads (M-52). I hope this clarifies your questions. Please feel free to reach out if you have further questions.

Lieutenant Josh Treat  
517-676-8268

-----Original Message-----

From: Dorothy Hart &lt;locketwpsupervisor@tds.net&gt;

Sent: Thursday, December 14, 2023 10:27 AM

To: Chad Doyle &lt;CDoyle@ingham.org&gt;

Cc: Andrew Daenzer &lt;ADaenzer@ingham.org&gt;; Joshua Treat &lt;JTreat@ingham.org&gt;

Subject: Re: local township ORV Ordinance

Sgt Doyle,

The Locke Township Board had questions on your response and I want to clarify.

If Locke Twp has no Ordinance, ORV's can't ride on roads?

If Locke Twp has an Ordinance, ORV's could ride but no enforcement of Ordinance by County? DNR could enforce/ticket? Locke Twp Ordinance Enforcement Official could enforce?

Thanks,  
Dorothy

----- Original Message -----

From: "Chad Doyle" <CDoyle@ingham.org>

To: "Dorothy Hart" <locketwpsupervisor@tds.net>

Cc: "Andrew Daenzer" <ADaenzer@ingham.org>, "Joshua Treat" <JTreat@ingham.org>

Sent: Monday, December 4, 2023 6:39:09 PM

Subject: RE: local township ORV Ordinance

Hello Dorothy,

I think I am understanding this correctly, so the Sherriff's office only enforces township ordinances if that township contracts with us. For example Delhi township who pays for 20 some deputies. We can enforce their township ordinances because they have a township attorney. However for the rest of the townships because of our prosecutors office we can only enforce state laws. So if you adopt a township ordinance for ORV'S we would not be able to enforce any actions outside of state laws. The only requirement in the township is they could not legally drive the ORV'S on or across Grand River or M-52 because these are state roads. I hope this helps. Sorry for the delayed response I have been out of the office. If I did not answer your questions or if you have more of course reach out and I will do my best to answer. I have included my two supervisors who may have more to add because I heard there was another township asking similar questions. Have a great day

Sgt. Chad Doyle

-----Original Message-----

From: Dorothy Hart <locketwpsupervisor@tds.net>

Sent: Thursday, November 30, 2023 12:43 PM

To: Chad Doyle <CDoyle@ingham.org>

Subject: local township ORV Ordinance

Sgt. Doyle,

Locke Township is considering adopting an Ordinance authorizing ORV's on Locke Twp roads [which are really Ingham County Roads].

What is the Ingham County Sheriff Dept view of a local Ordinance and enforcement?

**TDS Webmail****locketwpsupervisor@tds.net****RE: Locke Township billing for Wind and Solar Ordinances update [IMAN-LEGAL.FID1118899]**

**From :** Homier, Michael <MHomier@fosterswift.com> Thu, Dec 14, 2023 01:06 PM  
**Subject :** RE: Locke Township billing for Wind and Solar Ordinances update [IMAN-LEGAL.FID1118899]  
**To :** Dorothy Hart <locketwpsupervisor@tds.net>  
**Cc :** Spendlove, Amanda <ASpendlove@fosterswift.com>

Dorothy,

Rough estimates mean approximate. While I can account for the time it takes to revise documents, we cannot account for the number of meetings that we are asked to attend, how long those meetings may take, or the number of revisions that the township may want to see. I suspect that accounts for the differential of estimate vs actual. Nonetheless, this is not a fixed fee engagement, so we have billed the township for the time spent working on this project, including the time to attend meetings and answer questions. Let me know if you have any questions. Thanks.

Michael D. Homier  
Shareholder  
Foster Swift Collins & Smith PC  
1700 East Beltline, N.E., Suite 200  
Grand Rapids, MI 49525-7044  
Phone: 616.726.2230; 517.371.8120  
Mobile/Text: 517.285.4251  
Fax: 517.367.7120  
mhomier@fosterswift.com  
[www.fosterswift.com](http://www.fosterswift.com)

-----Original Message-----

From: Dorothy Hart <locketwpsupervisor@tds.net>  
Sent: Thursday, December 14, 2023 12:49 PM  
To: Homier, Michael <MHomier@fosterswift.com>  
Subject: Locke Township billing for Wind and Solar Ordinances update

[CAUTION - EXTERNAL EMAIL] DO NOT reply, click links, or open attachments unless you have verified the sender and know the content is safe.

The Locke Township Board wanted me to bring to your attention the summary from our phone conversation on Jan. 27, 2023 where it was stated that a 'ROUGH estimate to complete Solar & Wind Ordinances - less than \$10,000'. The invoices to date total \$12,224. Is there an explanation of the actual vs ROUGH?



Fahey Schultz Burzych Rhodes 2023 Elected Official Workshop Tues Dec 12, 2023

attended by Bob, summary by Dorothy

### **SOLAR: WHY IT WON'T GO AWAY AND WHAT TO DO ABOUT IT**

Most commercial panels have efficiencies from 17-20%. Researchers have developed/approaching 50%.  
DTE goal to have net zero carbon emissions by 2050.

Consumers goal of 8,000 MW of solar to MI power grid by 2040.

PA 235 of 2023 Requirement of 100% Clean Energy by 2040.

PA 233 & 234 take effect one year from when enacted into law – signed by Governor on Nov 28, 2023.

Solar Projects 50+MW Wind Projects 100+MW Battery Storage 50+MW/Discharge 200+MW  
Requires Prevailing Wage.

Setbacks- 300' from nonparticipating property bldg., 50' from edge of road, 50' from prop.line

Of a nonparticipating property

Maximum height is 25' at full tilt

55 avg decibels on the A-weighted scale

Wind Projects setback=2.1 times max blade tip height from residences on nonparticipating  
1.1 times max blade tip height from bldg on participating

No maximum height. Also, no decommissioning, glare standards, road repair, escrow fees  
Twps can have compatible ordinances, no moratoriums, cannot be more restrictive.

Twps should adopt a 'compatible renewable energy ordinance'.

### **AGRICULTURAL EXEMPTIONS: WHAT THEY ARE & WHAT THEY ARE NOT**

State Construction Code: 'A building permit is not required for a building incidental to the use for  
agricultural purposes of the land on which the building is located if the building is not used in the  
business of retail trade.'

### **FOIA & OMA: THE SUNSHINE LAWS**

FOIA=Freedom of Information Act, grants individuals the right to request public records

OMA=Open Meetings Act, meetings be open to the public. Concerns for conference and informal  
gatherings, 'Round Robin' deliberations, E-mail and internet meetings, unintentional meetings.

### **GENERAL BOARD PROCEDURE**

General Townships required to meet at least every three months.

Agendas not required under Michigan law. Used to run meetings smoothly, ensure all action items  
addressed.

Have proposed motions prepared.

Public Comment-a person must be permitted to address a meeting of a public body.

Minutes to include: Date, Time, Members present/absent, any decisions made [votes taken], purpose

Of any closed sessions, roll call votes taken. Minutes corrected at next meeting and show original  
Entry and the correction.

***No specific statutory authority on how to cancel a meeting. Best practice: Post notice that the  
meeting is adjourned.***

## **ZONING/BUILDING STRONG ZBA DECISIONS**

Key Players in Zoning – Twp Bd, Plan Comm, ZBA, Zon Adm

ZBA – 1 member must be a PC member, 1 member may be TB member

ZBA can grant dimensional variance [setback, height, aesthetics] cannot grant use variance.

Decisions supported by competent material and substantial evidence on the record. Make specific factual findings in the record, explain the conclusions reached.

## **FIRST AMENDMENT AUDIT**

A citizen-led social movement that tests the boundaries of constitutional rights to record public officials.

Individuals have the right to record, right to collect and record publicly available information.

Courts have upheld the right to film government officials in public spaces.

Insulting language or profanity, rudeness, refusing to provide ID does not make this activity illegal.

Non-public forums=cubicles, offices, workspaces and other areas closed to the public.

Twp should adopt a Public Property Safety Policy that designates public, limited & non-public forums.

[Loitering, creating disturbance or danger, obstruct free passage of pedestrians, assault or intimidate.]

Parking lots, sidewalks, areas open to the public are public forum.

Offices are non-public forums.



RESOLUTION #2024-01 TO ESTABLISH TOWNSHIP OFFICERS SALARY

WHEREAS, according to MCL 41.95(3) in a township that does not hold an annual meeting, the salary for officers composing the Township Board shall be determined by the Township Board.

THEREFORE BE IT RESOLVED, that as of April 1, 2024, the salary of the Township Supervisor for performing the statutory duties shall be: \$ ~~13044~~ \$19641 annually, exclusive of assessing duties.

The foregoing resolution offered by board member \_\_\_\_\_, second by board member \_\_\_\_\_.

Upon a roll call vote, the following voted:

Aye \_\_\_\_\_

Nay \_\_\_\_\_ Absent \_\_\_\_\_

The Supervisor declared the resolution adopted.

THEREFORE BE IT RESOLVED, that as of April 1, 2024, the salary of the Township Clerk for performing the statutory duties shall be: \$ ~~18732~~ \$33,302 annually AND Proposal 2022-02 expanded election functions: \$ 600 per each statutory duties election conducted without early voting AND

\$ 1800 per each statutory duties election conducted with 9 days of early voting-effective 02-01-2024.

The foregoing resolution offered by board member \_\_\_\_\_, second by board member \_\_\_\_\_.

Upon a roll call vote, the following voted:

Aye \_\_\_\_\_

Nay \_\_\_\_\_ Absent \_\_\_\_\_

The supervisor declared the resolution adopted.

THEREFORE BE IT RESOLVED, that as of April 1, 2024, the salary of the Township Treasurer for performing the statutory duties shall be: \$ ~~18060~~ \$28987 annually, winter and summer collections.

The foregoing resolution offered by board member \_\_\_\_\_, second by board member \_\_\_\_\_.

Upon a roll call vote, the following voted:

Aye \_\_\_\_\_

Nay \_\_\_\_\_ Absent \_\_\_\_\_

The supervisor declared the resolution adopted.

THEREFORE BE IT RESOLVED, that as of April 1, 2024, the salary of the Township Trustee for performing the statutory duties shall be:

\$ ~~164~~ 170 per township board meeting and

\$ ~~70~~ 80 per additional in person meeting per day OR virtual meeting over 2 hrs. with Board approval.

\$ ~~32~~ 35 per additional virtual meeting, less than 2 hours, with Board approval.

The foregoing resolution offered by board member \_\_\_\_\_, second by board member \_\_\_\_\_.

Upon a roll call vote, the following voted:

Aye \_\_\_\_\_

Nay \_\_\_\_\_ Absent \_\_\_\_\_

The supervisor declared the resolution adopted.

CERTIFICATION

I certify that this is a true copy of the Locke Township officer salary resolutions adopted by the Locke Township Board at a regular meeting held on January 09, 2024.

\_\_\_\_\_  
Glenda Turner, Locke Township Clerk

If, within 30 days after the Township Board votes, a petition signed by 10% of the qualified electors of the township is filed requesting that the question be submitted to the electorate, the Township Board shall call a special election and submit the question of salary to the electors. NOTE: Absent a salary compensation commission established by MCL 41.95(4).



2023-24 LOCKE TOWNSHIP WAGES [effective 04/01/2023]		proposed <u>2024</u>
📁 Board of Review	15. per hour (minimum 2 hours) <i>4 hr. certification class?</i>	17.
📁 Planning Commission 721	115. per meeting – member	150.
	25. additional - chairperson	25.
	25. additional – member secretary	25.
	40. per meeting – recording secretary	60.
📁 Zoning Board of Appeals 722	115. per meeting – member	150.
Construction Board of Appeals	25. additional - chairperson	25.
	25. additional – member secretary	25.
	40. per meeting - recording secretary	60.
📁 NIESA representative	80. per monthly meeting	80.
📁 Election inspector 262-702	15. per hour (inc. training) [minimum 2 hours]	16.
inspector chairperson	25.00 extra on Election Day	25.
Plus mileage to training		
📁 hall maintenance 265-702	16. per hour	17.
📁 Cemetery caretaker 276-702	16. per hour plus mileage	17.
Cemetery foundations	.50 per sq inch sexton pd 25¢ per sq inch if quikcrete or 18¢ per sq inch w/Beck pouring]	
📁 Deputies	16. per hour	17.
📁 Webmaster 101-711	15. per hour (minimum 2 hours)	17.
📁 Ordinance Enforcement Officer	20. per hour (minimum 2 hours)	20.
📁 Deputy Zoning Administrator		20.

Mileage @ IRS rate 2021 .56 / 2022 .585 thru 6/30 & .625 thru 12/31 / 2023 .655 / 2024 .655

MI minimum hourly wage 2020 \$9.65 / 2021-22 \$9.87 / 2023 \$10.10 / 2024 \$10.33



**LOCKE TOWNSHIP 2024-2025 GENERAL BUDGET WORKSHEET**

<b>REVENUE</b>		<u>2021-22</u>	<u>2022-23</u>	<u>2023-24</u>	<u>2024-25</u>
101 000 402	PROPERTY TAXES	81000	83500	85000	94000
101 000 447	TAX ADMINISTRATION FEE	34000	34000	34000	36000
101 000 490	BUILDING PERMITS	10000	9000	10000	12000
101 000 478	ZONING PERMITS	1000	2000	3000	2000
101 000 448	SUMMER TAX COLLECT	2700	2700	2700	2700
101 000 528	ARPA GRANT		97000	195500	00
101 000 576	ELECTION REIMBURSEMENT	500	500	500	1500
101 000 546	METRO ACT RIGHT OF WAY FEE	5000	5000	5000	6500
101 000 574	REVENUE SHARING	150000	150000	160000	195000
101 000 626	CEMETERY BURIAL	9000	7000	6000	9000
101 000 642	SALE OF CEMETERY LOTS	2000	3000	1500	3000
101 000 665	INTEREST	500	300	5000	8000
101 000 667	HALL RENTAL	2000	5500	5500	5000
<b>TOTAL REVENUE</b>		<b>297700**</b>	<b>399500**</b>	<b>513700**</b>	<b>374700**</b>
<b>EXPENDITURES</b>					
101 101 709	TWP BD NIESA REP WAGE	900	960	960	960
101 101 710	PER DIEM [TRUSTEES]	3500	4172	4250	4250
101 101 711	NON STATUTORY WAGE	200	200	400	200
101 101 713	MEDICARE-SS	350	400	430	400
101 101 727	OFFICE SUPPLIES	2000	2000	2000	1500
101 101 818	LEGAL	3000	3000	13000	3000
101 101 822	TECH ADMIN/SUPPORT	3000	3000	3000	2500
101 101 820	AUDIT	5000	500	7600	500
101 101 860	TRAVEL	300	300	300	300
101 101 957	EDUCATION-TRAINING	500	1000	600	1000
101 101 956	WORKERS COMP INS	1200	1200	1200	1200
101 101 901	PRINTING-PUBLISHING	500	500	500	1000
101 101 955	MEMBERSHIPS-DUES	1500	1600	1700	2000
101 101 972	CAPITAL OUTLAY	5000	5000	5000	5000
<b>TOTAL TWP BD</b>		<b>26950*</b>	<b>23832*</b>	<b>40940*</b>	<b>23810*</b>
101 171 702	SUPERVISOR SALARY	11496	12186	13044	19641
101 171 713	MEDICARE-SS	900	930	998	1500
101 171 727	OFFICE SUPPLIES	250	300	300	300
101 171 821	ACCNTNG/CNSLTNG FEE	200	200	200	200
101 171 860	TRAVEL	200	200	200	300
101 171 957	EDUCATION/TRAINING	500	500	300	1000
101 171 955	MEMBERSHIPS-DUES	50	50	50	50
101 171 971	CAPITAL OUTLAY	500	500	500	500
<b>TOTAL SUPERVISOR</b>		<b>14096*</b>	<b>14866*</b>	<b>15592*</b>	<b>23491*</b>
101 215 702	CLERK SALARY	16912	19003	19932	39302
101 215 703	DEPUTY SALARY	2500	2500	3500	2000
101 215 713	MEDICARE-SS	1485	1650	1800	3160
101 215 727	OFFICE SUPPLY-POSTAGE	1000	1000	1200	1000
101 215 821	ACCNTNG/CNSLTNG FEE	200	200	200	200
101 215 860	TRAVEL	300	300	300	300
101 215 957	EDUCATION-TRAINING	500	600	300	1000
101 215 955	MEMBERSHIPS-DUES	100	100	100	100
101 215 971	CAPITAL OUTLAY	500	1400	500	500
<b>TOTAL CLERK</b>		<b>23497*</b>	<b>26753*</b>	<b>27832*</b>	<b>47562*</b>
101 247 702	BOARD OF REVIEW SALARY	800	800	800	850
101 247 713	MEDICARE-SS	60	60	60	65
101 247 860	TRAVEL	100	100	100	100
101 247 957	EDUCATION-TRAINING	200	250	250	300
101 247 901	PRINTING-PUBLISHING	200	200	300	300
<b>TOTAL BD OF REVIEW</b>		<b>1360*</b>	<b>1410*</b>	<b>1510*</b>	<b>1615*</b>
101 253 702	TREASURER SALARY	15924	16879	18060	28987
101 253 703	DEPUTY SALARY	1000	1000	1000	500
101 253 713	MEDICARE-SS	1300	1370	1450	2260
101 253 727	OFFICE SUPPLY-POSTAGE	3000	3000	2500	2800

		<u>2021-22</u>	<u>2022-23</u>	<u>2023-24</u>	<u>2024-25</u>
101 253 821	ACCNTNG/CNSLTNG FEE	300	300	300	300
101 253 860	TRAVEL	600	600	600	600
101 253 957	EDUCATION-TRAINING	500	600	300	1000
101 253 971	CAPITAL OUTLAY	<u>500</u>	<u>900</u>	<u>500</u>	<u>500</u>
TOTAL TREASURER		<b>23124*</b>	<b>24649*</b>	<b>24710*</b>	<b>36947*</b>
101 257 727	ASSESSOR OFFICE SUPPLY-POST	1500	1500	1500	1500
101 257 818	CONTRACT ASSESSING	<u>22000</u>	<u>24000</u>	<u>24000</u>	<u>24000</u>
TOTAL ASSESSOR		<b>23500*</b>	<b>25500*</b>	<b>25500*</b>	<b>25500*</b>
101 262 702	ELECTION SALARY	1000	3500	2500	5000
101 262 727	SUPPLIES	500	3000	1981	<u>2500</u>
101 262 818	ELECTION CONTRACT	00	00	00	00
101 262 860	TRAVEL	200	200	500	1000
101 262 901	PRINTING-PUBLISHING	300	800	800	4000
101 262 971	CAPITAL OUTLAY	<u>500</u>	<u>1400</u>	<u>500</u>	<u>1000</u>
TOTAL ELECTION		<b>2500*</b>	<b>8900*</b>	<b>6281*</b>	<b>13500*</b>
101 265 702	BUILDING/GROUNDS SALARY	2500	2500	2500	2000
101 265 713	MEDICARE-SS	200	200	200	150
101 265 731	MAINTENANCE SUPPLIES	2000	2000	2500	3000
101 265 818	BLDG/GRNDS CONTRACT	9000	9000	12000	8620
101 265 850	PHONE/INTERNET	3500	3500	3500	3500
101 265 920	UTILITIES	4000	6600	6600	6000
101 265 955	INSURANCE	9000	9000	9000	9000
101 265 971	CAPITAL OUTLAY	<u>3000</u>	<u>3000</u>	<u>6000</u>	<u>6000</u>
TOTAL BUILDING/GROUNDS		<b>33200*</b>	<b>35800*</b>	<b>42300*</b>	<b>38270*</b>
101 567 702	CEMETERY SALARY-MAINT	5000	5000	5000	7500
101 567 703	SEXTON BACKHOE	2500	2500	2500	1500
101 567 713	MEDICARE-SS	380	380	380	680
101 567 737	OPERATING SUPPLIES	1400	1400	1000	1500
101 567 818	CONTRACT GRNDS MNT	20000	24000	30000	40000
101 567 860	TRAVEL	100	100	100	200
101 567 971	CAPITAL OUTLAY	5000	6000	2000	1000
101 567 955	MEMBERSHIP-DUES	<u>35</u>	<u>35</u>	<u>35</u>	<u>35</u>
TOTAL CEMETERY		<b>34415*</b>	<b>39415*</b>	<b>41015*</b>	<b>52415*</b>
101 302 823	HAZMAT APPROPRIATION	500*	500*	500*	500*
101 371 818	CONTRACT INSPECTOR	7000*	9000*	10000*	10000*
101 445 818	DRAINS	10000*	10000*	10000*	10000*
101 446 819	HIGHWAYS/STREETS/BRIDGES	71393*	170000*	304500*	65000*
101 701 702	PLANNING PER DIEM	4200	5000	5500	6500
101 701 713	MEDICARE-SS	325	380	420	500
101 701 727	OFFICE SUPPLY-POSTAGE	200	500	500	500
101 701 818	PROFESSIONAL SERVICES	3000	7000	30000	24000
101 701 860	TRAVEL	200	200	200	200
101 701 957	EDUCATION	500	500	500	500
101 701 901	PRINTING-PUBLISHING	<u>500</u>	<u>500</u>	<u>500</u>	<u>500</u>
TOTAL PLANNING		<b>8925*</b>	<b>14080*</b>	<b>37620*</b>	<b>32700*</b>
101 702 702	ZONING SALARY	8640	12000	10000	8640
101 702 703	DEPUTY ZONING SALARY	5000	5000	2000	1000
101 702 710	PER DIEM [ZBA]	800	1000	2000	1500
101 702 713	MEDICARE-SS	1100	1200	1100	850
101 702 727	OFFICE SUPPLY-POSTAGE	200	200	200	200
101 702 818	PROFESSIONAL SERVICES	1000	2000	5000	2000
101 702 957	EDUCATION	300	300	300	500
101 702 901	PRINTING-PUBLISHING	<u>200</u>	<u>200</u>	<u>300</u>	<u>500</u>
TOTAL ZONING		<b>17240*</b>	<b>21900*</b>	<b>20900*</b>	<b>15190*</b>
<b>TOTAL EXPENDITURES</b>		<b>297700**</b>	<b>42360.**</b>	<b>609200**</b>	<b>396500**</b>
04-01-24 ESTIMATED FUND BALANCE		500000			
PROPOSED REVENUE		+374700			
PROPOSED EXPENDITURES		- 396500			
03-31-25 ESTIMATED FUND BALANCE		478200			

\$100,000 MINIMUM FUND BALANCE appropriate level [25% of annual expenses / auditor recommends 17%]

## Locke Township Treasurer

---

**From:** Alan Fox <AFox@ingham.org>  
**Sent:** Wednesday, December 20, 2023 10:05 AM  
**To:** Van Fossen, Rawley; Schor, Andy; Alaiedon Township ; Andrea Smith; Brigitte Doxtator; Carrie Fancher-Howe; Fox, Cheryl; Deb Groh; Desiree Kirkland; Heidi Ream; Holly Miller; Holly Speck; James Wireman; Jill Cutshaw; Karin Tebeau; Kim VanErp; Marilyn McKenzie; Marnie Anderson; Matt McClintic; Michelle Pietsch; Patricia Wade; Phil Deschaine; Rachel Piner; Sara Ammerman; Shannon Murray; Shaun Sherwood; Sheri Rambo; Tom Lenard  
**Cc:** Rachel Piner; Karen Conroy; Jenna Casuccio; Francesca Gucciardo; Lejok Isaiah  
**Subject:** Delinquent tax relief plans  
**Attachments:** Ingham County Payment Reduction Program.docx

Dear Treasurers –

As you may know, the state's MIHAF program is drawing to a close. With your help, we have delivered over \$3.2 million in assistance paying delinquent and current year property tax bills to over 450 Ingham County families.

There is no good way to replace this assistance. We have been looking at ways the law allows us to use county resources and have some options that will be announced next year. One of these options, although it entails no costs to cities, townships or villages, requires action by the local governing board to be effective in each community. That action must take place within a few weeks after we create it and so I wanted to give you a heads up now so your board or council will be ready to act in January.

The law authorizes me as County Treasurer to create a Payment Reduction Program that is available only to property owners who qualify for a poverty exemption granted by the city or township. Often, homeowners apply for and receive an exemption only after running up a year or two of delinquent taxes. The poverty exemption helps out going forward, but the delinquency charges are heavy and, by law, keep escalating.

By establishing a Payment Reduction Program we can do any or all of three things to reduce the burden on property owners in this situation. Two of these involve chargebacks and costs to taxing authorities. We are not going to place those costs on local units and schools.

✓ The third option allows us to write off the delinquent tax penalties, fees and interest, at a cost only to the county's Delinquent Tax Revolving Fund. That is the only option we will use, and the law still requires action by each local unit of government within 21 days after the program is put in place.

The process is that I establish the program and notify city, township and village treasurers. The city council, township board or village council must act by resolution to participate in the program within 21 days. A draft of the formal plan and a draft that may be used to create a local resolution are in the attachment.

I plan to formally establish the program January 10, 2024 and notify all treasurers that day. Each city, township or village must act by January 31, 2024 or property owners in that jurisdiction will not be eligible.

I am letting you know this informally so you can be prepared to act quickly when the formal notice takes place. I know boards do not meet often and agendas have to be sent in advance. Please use this opportunity to ask for legal or other advice needed and to ask me for any additional information I can provide.

If your governing body will not be able to act in the January 10-31 window, please let me know as soon as possible. I can change the dates if necessary but cannot change the 21 day duration.

We will later announce other efforts, also at cost only the county, to help struggling home owners with delinquent taxes. These will be linked to participation in financial counseling and to regular payments by the home owners.

Thank you all for the great work you do serving our communities and our residents. I appreciate your help with this program and look forward to continuing to work with each of you in the new year ahead.

Alan Fox  
Ingham County Treasurer &  
Land Bank Chair  
517-676-7233



**LOCKE TOWNSHIP, INGHAM COUNTY, MICHIGAN  
RESOLUTION 2024-02  
INGHAM COUNTY PAYMENT REDUCTION PROGRAM**

**WHEREAS**, pursuant to the authority vested in the Ingham County Treasurer as foreclosing governmental unit under MCL 211.78g(8)(a) the Treasurer has created a Payment Reduction Program to reduce payments of delinquent taxes due from persons who have received a poverty exemption from taxes under MCL 211.7u; and

**WHEREAS**, the Treasurer has elected to use only one of three possible methods to reduce payments, as described in MCL 211.78g(8)(a)(iii):

Cancel all of the interest, penalties, and fees required to be paid under this act; and

**WHEREAS**, all the costs of such a cancellation will be borne by Ingham County and not by any city, township, village or other taxing authority; and

**WHEREAS**, parcels within Locke Township will, pursuant to MCL 211.78g(10)(b)(ii), only be eligible for this program with the participation of Locke Township through approval of this resolution; and

**WHEREAS**, any change in the terms of the Payment Reduction Program will take effect only after approval of an additional resolution.

**NOW, THEREFORE, BE IT RESOLVED** that the Board of Trustees of the Township of Locke, acting pursuant to MCL 211.78g(10)(b)(ii) elects to participate in the Payment Reduction Program for delinquent taxes adopted by the Ingham County Treasurer as described in this resolution; and

**BE IT FURTHER RESOLVED**, that, as provided by MCL 211.78g(10)(b) the Locke Township Treasurer is authorized to provide the Ingham County Treasurer with written notice of Locke Township's participation in the Payment Reduction Program.

Motion \_\_\_\_\_ Second \_\_\_\_\_  
to adopt Resolution 2024-02 Ingham County Payment Reduction Program.

AYES:

NAYS:

ABSENT:

The Supervisor declared the resolution adopted.

\_\_\_\_\_  
Glenda S Turner, Clerk

\_\_\_\_\_  
attested to by: Dorothy G Hart, Supervisor

**CERTIFICATION**

STATE OF MICHIGAN  
COUNTY OF INGHAM

I, Glenda S Turner, Clerk of Locke Township do hereby certify that the foregoing resolution was duly adopted by the Locke Township Board at a meeting held on January 9, 2024 and is on file in the records of this office.

\_\_\_\_\_  
Glenda S Turner, Locke Township Clerk



REVENUE AND EXPENDITURE REPORT FOR LOCKE TOWNSHIP  
 PERIOD ENDING 12/31/2023

GL NUMBER	DESCRIPTION	2023-24		YTD BALANCE		ACTIVITY FOR		AVAILABLE	% BDOT
		AMENDED BUDGET	NORMAL	12/31/2023	12/31/2023	MONTH	12/31/2023		
				NORMAL	(ABNORMAL)	INCREASE	(DECREASE)	(ABNORMAL)	
Fund 101 - GENERAL									
Revenues									
Dept 000									
101-000-402	PROPERTY TAXES	85,000.00		15,074.71		8,583.15		69,925.29	17.73
101-000-447	TAX ADMINISTRATION FEE	34,000.00		0.00		0.00		34,000.00	0.00
101-000-448	SUMMER TAX COLLECT REIMB	2,700.00		45.00		0.00		2,655.00	1.67
101-000-478	ZONING PERMITS	3,000.00		605.00		0.00		2,395.00	20.17
101-000-490	BUILDING PERMITS	10,000.00		10,053.60		414.00		(53.60)	100.54
101-000-528	OTHER GRANT FUNDS	195,500.00		0.00		0.00		195,500.00	0.00
101-000-546	METRO ACT REIMBURSEMENT	5,000.00		6,695.67		0.00		(1,695.67)	133.91
101-000-547	SET REIMBURSEMENT	0.00		0.00		0.00		0.00	0.00
101-000-548	GRANT REIMBURSEMENT	0.00		0.00		0.00		0.00	0.00
101-000-574	REVENUE SHARING	160,000.00		163,138.00		35,506.00		(3,138.00)	101.96
101-000-576	ELECTION REIMBURSEMENT	500.00		3,385.45		0.00		(2,885.45)	677.09
101-000-626	CEMETERY BURIAL	6,000.00		8,967.00		0.00		(2,967.00)	149.45
101-000-628	PLANNING COMMISSION REIMBURSE	0.00		0.00		0.00		0.00	0.00
101-000-629	ZONING REIMBURSEMENT	0.00		0.00		0.00		0.00	0.00
101-000-642	SALE OF CEMETERY LOTS	0.00		0.00		0.00		0.00	0.00
101-000-642	INTEREST	1,500.00		2,200.00		0.00		(700.00)	146.67
101-000-665	HALL RENTAL	5,000.00		7,448.27		795.27		(2,448.27)	148.97
101-000-667	LAND RENTAL	5,500.00		3,700.00		400.00		1,800.00	67.27
101-000-674	CONTRIBUTIONS	0.00		0.00		0.00		0.00	0.00
101-000-674	MISCELLANEOUS INCOME	0.00		0.00		0.00		0.00	0.00
101-000-675	ESCROW REFUND	0.00		170.00		0.00		(170.00)	100.00
101-000-677	INSURANCE REFUNDS	0.00		0.00		0.00		0.00	0.00
101-000-687	SALE OF FIXED ASSETS	0.00		3,194.00		0.00		(3,194.00)	100.00
101-000-693		0.00		0.00		0.00		0.00	0.00
Total Dept 000		513,700.00		224,676.70		45,698.42		289,023.30	43.74
TOTAL REVENUES									
		513,700.00		224,676.70		45,698.42		289,023.30	43.74
Expenditures									
Dept 101 - TOWNSHIP BOARD									
101-101-709	NIESSA REP WAGE	960.00		720.00		80.00		240.00	75.00
101-101-710	PER DIEM	4,250.00		3,092.00		398.00		1,158.00	72.75
101-101-711	NON STATUTORY WAGE	400.00		0.00		0.00		400.00	0.00
101-101-712	OFFICE MANAGER WAGE	0.00		0.00		0.00		0.00	0.00
101-101-713	MEDICARE-SS	430.00		291.62		36.58		138.38	67.82
101-101-727	OFFICE SUPPLIES	2,000.00		1,279.68		122.51		720.32	63.98
101-101-818	LEGAL	13,000.00		13,684.00		1,773.70		(684.00)	105.26
101-101-820	AUDIT	7,600.00		7,600.00		0.00		0.00	100.00
101-101-822	TECH ADMIN/SUPPORT	3,000.00		2,808.75		0.00		0.00	100.00
101-101-860	TRAVEL	300.00		19.65		19.65		191.25	93.63
101-101-901	PRINTING AND PUBLISHING	500.00		908.85		582.35		280.35	6.55
101-101-955	MEMBERSHIPS AND DUES	1,700.00		1,751.08		0.00		(51.08)	181.77
101-101-956	WORKERS COMP INS	1,200.00		13.50		1.50		1,186.50	103.00
101-101-957	EDUCATION-TRAINING	600.00		0.00		0.00		600.00	0.00
101-101-958	MISC EXP	0.00		0.00		0.00		0.00	0.00
101-101-972	CAPITAL OUTLAY	5,000.00		0.00		0.00		5,000.00	0.00
Total Dept 101 - TOWNSHIP BOARD		40,940.00		32,169.13		3,014.29		8,770.87	78.58
Dept 171 - SUPERVISOR									
101-171-702	SALARY	13,044.00		9,783.00		1,087.00		3,261.00	75.00
101-171-713	MEDICARE-SS	998.00		748.46		83.15		249.54	75.00
101-171-727	OFFICE SUPPLIES	300.00		118.94		0.00		181.06	39.65

REVENUE AND EXPENDITURE REPORT FOR LOCKE TOWNSHIP

PERIOD ENDING 12/31/2023

GL NUMBER	DESCRIPTION	2023-24		YTD BALANCE		ACTIVITY FOR		AVAILABLE		% BGD USED
		AMENDED BUDGET	NORMAL	12/31/2023	(ABNORMAL)	MONTH 12/31/2023	INCREASE (DECREASE)	NORMAL (ABNORMAL)	BALANCE	
Fund 101 - GENERAL										
Expenditures										
101-171-821	ACCOUNTING ASSISTANCE	200.00		0.00		0.00		200.00		0.00
101-171-860	TRAVEL	200.00		83.18		0.00		116.82		41.59
101-171-955	MEMBERSHIPS AND DUES	50.00		0.00		0.00		50.00		0.00
101-171-956	WORKERS COMP INS	0.00		184.05		20.45		(184.05)		100.00
101-171-957	EDUCATION-TRAINING	300.00		125.00		0.00		175.00		41.67
101-171-971	CAPITAL OUTLAY	500.00		0.00		0.00		500.00		0.00
Total Dept 171 - SUPERVISOR		15,592.00		11,042.63		1,190.60		4,549.37		70.82
Dept 215 - CLERK										
101-215-702	SALARY	19,932.00		15,249.00		1,561.00		4,683.00		76.51
101-215-703	DEPUTY SALARY	3,500.00		1,351.50		110.50		2,148.50		38.61
101-215-713	MEDICARE-SS	1,800.00		1,269.94		127.87		530.06		70.55
101-215-727	OFFICE SUPPLIES-POSTAGE	1,200.00		443.38		66.00		756.62		36.95
101-215-821	ACCOUNTING ASSISTANCE	200.00		79.00		0.00		121.00		39.50
101-215-850	PHONE	0.00		0.00		0.00		0.00		0.00
101-215-860	TRAVEL	300.00		0.00		0.00		300.00		0.00
101-215-955	MEMBERSHIPS AND DUES	100.00		75.00		0.00		25.00		75.00
101-215-956	WORKERS COMP INS	0.00		286.82		29.36		(286.82)		100.00
101-215-957	EDUCATION AND TRAINING	300.00		25.00		0.00		275.00		8.33
101-215-971	CAPITAL OUTLAY	500.00		0.00		0.00		500.00		0.00
Total Dept 215 - CLERK		27,832.00		18,779.64		1,894.73		9,052.36		67.47
Dept 247 - BOARD OF REVIEW										
101-247-702	SALARY	800.00		192.00		96.00		608.00		24.00
101-247-713	MEDICARE-SS	60.00		14.68		7.36		45.32		24.47
101-247-860	TRAVEL	100.00		0.00		0.00		100.00		0.00
101-247-901	PRINTING-PUBLISHING	300.00		0.00		0.00		300.00		0.00
101-247-956	WORKERS COMP INS	0.00		0.32		0.16		(0.32)		100.00
101-247-957	EDUCATION AND TRAINING	250.00		0.00		0.00		250.00		0.00
Total Dept 247 - BOARD OF REVIEW		1,510.00		207.00		103.52		1,303.00		13.71
Dept 253 - TREASURER										
101-253-702	SALARY	18,060.00		13,545.00		1,505.00		4,515.00		75.00
101-253-703	DEPUTY SALARY	1,000.00		204.00		0.00		796.00		20.40
101-253-710	PER DIEM	0.00		0.00		0.00		0.00		0.00
101-253-713	MEDICARE-SS	1,450.00		1,051.80		115.13		398.20		72.54
101-253-727	OFFICE SUPPLIES-POSTAGE	2,500.00		2,389.70		55.21		110.30		95.59
101-253-821	ACCOUNTING ASSISTANCE	300.00		79.00		0.00		221.00		26.33
101-253-850	PHONE	0.00		0.00		0.00		0.00		0.00
101-253-860	TRAVEL	600.00		355.01		0.00		244.99		59.17
101-253-956	WORKERS COMP INS	0.00		0.00		0.00		0.00		0.00
101-253-957	EDUCATION AND TRAINING	300.00		225.00		0.00		75.00		75.00
101-253-971	CAPITAL OUTLAY	500.00		0.00		0.00		500.00		0.00
Total Dept 253 - TREASURER		24,710.00		17,849.51		1,825.34		6,860.49		72.24
Dept 257 - ASSESSOR										
101-257-727	OFFICE SUPPLIES-POSTAGE	1,500.00		825.94		0.00		674.06		55.06
101-257-818	CONTRACT ASSESSING	24,000.00		14,400.00		1,800.00		9,600.00		60.00

PERIOD ENDING 12/31/2023

GL NUMBER	DESCRIPTION	2023-24 AMENDED BUDGET	YTD BALANCE 12/31/2023 NORMAL (ABNORMAL)	ACTIVITY FOR MONTH 12/31/2023 INCREASE (DECREASE)	AVAILABLE BALANCE NORMAL (ABNORMAL)	% BDGT USED
Fund 101 - GENERAL						
Expenditures						
101-257-971	CAPITAL OUTLAY	0.00	0.00	0.00	0.00	0.00
Total Dept 257 - ASSESSOR		25,500.00	15,225.94	1,800.00	10,274.06	59.71
Dept 262 - ELECTIONS						
101-262-702	SALARY	2,500.00	857.00	0.00	1,643.00	34.28
101-262-713	MEDICARE-SS	0.00	26.61	0.00	(26.61)	100.00
101-262-727	ELECTION SUPPLIES	1,981.00	193.39	0.00	1,787.61	9.76
101-262-818	ELECTION CONTRACT	0.00	0.00	0.00	0.00	0.00
101-262-860	TRAVEL	500.00	0.00	0.00	500.00	0.00
101-262-901	PRINTING-PUBLISHING	800.00	375.15	0.00	424.85	46.89
101-262-956	WORKERS COMP INS	0.00	0.00	0.00	0.00	0.00
101-262-971	CAPITAL OUTLAY	500.00	0.00	0.00	500.00	0.00
Total Dept 262 - ELECTIONS		6,281.00	1,452.15	0.00	4,828.85	23.12
Dept 265 - BUILDING/GROUNDS						
101-265-702	SALARY	2,500.00	1,513.00	212.50	987.00	60.52
101-265-713	MEDICARE-SS	200.00	115.75	16.26	84.25	57.88
101-265-731	MAINTENANCE SUPPLIES	2,500.00	2,693.63	26.48	(193.63)	107.75
101-265-818	BLDG/GRNDS CONTRACT	12,000.00	2,923.81	135.00	9,076.19	24.37
101-265-850	PHONE/INTERNET	3,500.00	2,557.28	292.16	942.72	73.07
101-265-920	UTILITIES	6,600.00	4,487.50	589.51	2,112.50	67.99
101-265-955	INSURANCE	9,000.00	8,284.00	0.00	716.00	92.04
101-265-956	WORKERS COMP INS	0.00	0.00	0.00	0.00	0.00
101-265-971	CAPITAL OUTLAY	6,000.00	0.00	0.00	6,000.00	0.00
Total Dept 265 - BUILDING/GROUNDS		42,300.00	22,574.97	1,271.91	19,725.03	53.37
Dept 302 - TRI COUNTY METRO APPROPRIATION						
101-302-818	TRI COUNTY METRO APPROV	0.00	0.00	0.00	0.00	0.00
101-302-823	HAZMAT APPROPRIATION	500.00	0.00	0.00	500.00	0.00
Total Dept 302 - TRI COUNTY METRO APPROPRIATION		500.00	0.00	0.00	500.00	0.00
Dept 371 - CONTRACT INSPECTOR						
101-371-818	CONTRACT INSPECTOR	10,000.00	7,835.00	685.00	2,165.00	78.35
Total Dept 371 - CONTRACT INSPECTOR		10,000.00	7,835.00	685.00	2,165.00	78.35
Dept 445 - DRAINS APPROPRIATION						
101-445-818	DRAINS/PUBLIC BENEFIT APPROV	10,000.00	0.00	0.00	10,000.00	0.00
Total Dept 445 - DRAINS APPROPRIATION		10,000.00	0.00	0.00	10,000.00	0.00
Dept 446 - HIGHWAYS/STREETS/BRIDGES						
101-446-819	HIGHWAYS/STREETS/BRIDGES	304,500.00	258,506.98	258,506.98	45,993.02	84.90
Total Dept 446 - HIGHWAYS/STREETS/BRIDGES		304,500.00	258,506.98	258,506.98	45,993.02	84.90

GL NUMBER	DESCRIPTION	AMENDED BUDGET	2023-24	YTD BALANCE 12/31/2023	ACTIVITY FOR MONTH 12/31/2023	AVAILABLE BALANCE	% RDTG USDG
			NORMAL (ABNORMAL)	INCREASE (DECREASE)	NORMAL (ABNORMAL)		
<b>Fund 101 - GENERAL</b>							
<b>Expenditures</b>							
<b>Dept 567 - CEMETERY</b>							
101-567-702	SALARY-MAINTENANCE	5,000.00	7,099.09	0.00	(2,099.09)	141.98	
101-567-703	SALARY-SEXION	2,500.00	800.00	200.00	1,700.00	32.00	
101-567-713	MEDICARE-SS	380.00	531.60	0.00	(151.60)	139.89	
101-567-737	OPERATING SUPPLIES	1,000.00	1,255.97	0.00	(255.97)	125.60	
101-567-818	CONTRACT GROUND MAINTENANCE	30,000.00	39,839.00	0.00	(9,839.00)	132.80	
101-567-860	TRAVEL	100.00	172.62	0.00	(72.62)	172.62	
101-567-955	MEMBERSHIP AND DUES	35.00	0.00	0.00	35.00	0.00	
101-567-956	WORKERS COMP INS	0.00	0.00	0.00	0.00	0.00	
101-567-971	CAPITAL OUTLAY	2,000.00	0.00	0.00	2,000.00	0.00	
<b>Total Dept 567 - CEMETERY</b>		<b>41,015.00</b>	<b>49,698.28</b>	<b>200.00</b>	<b>(8,683.28)</b>	<b>121.17</b>	
<b>Dept 701 - PLANNING</b>							
101-701-702	PER DIEM	5,500.00	4,070.00	0.00	1,430.00	74.00	
101-701-710	PER DIEM	0.00	0.00	0.00	0.00	0.00	
101-701-713	MEDICARE-SS	420.00	311.36	0.00	108.64	74.13	
101-701-727	OFFICE SUPPLIES-POSTAGE	500.00	37.27	9.60	462.73	7.45	
101-701-818	PROFESSIONAL SERVICES	30,000.00	0.00	0.00	30,000.00	0.00	
101-701-860	TRAVEL	200.00	0.00	0.00	200.00	0.00	
101-701-901	PRINTING-PUBLISHING	500.00	240.55	0.00	259.45	48.11	
101-701-956	WORKERS COMP INS	0.00	0.00	0.00	0.00	0.00	
101-701-957	EDUCATION	500.00	0.00	0.00	500.00	0.00	
<b>Total Dept 701 - PLANNING</b>		<b>37,620.00</b>	<b>4,659.18</b>	<b>9.60</b>	<b>32,960.82</b>	<b>12.38</b>	
<b>Dept 702 - ZONING</b>							
101-702-702	SALARY	10,000.00	6,480.00	720.00	3,520.00	64.80	
101-702-703	DEPUTY ZONING ADM WAGE	2,000.00	0.00	0.00	2,000.00	0.00	
101-702-710	PER DIEM	2,000.00	0.00	0.00	2,000.00	0.00	
101-702-713	MEDICARE-SS	1,100.00	495.67	55.08	604.33	45.06	
101-702-727	OFFICE SUPPLIES-POSTAGE	200.00	79.39	11.56	120.61	39.70	
101-702-818	PROFESSIONAL SERVICES	5,000.00	258.75	0.00	4,741.25	5.18	
101-702-901	PRINTING-PUBLISHING	300.00	0.00	0.00	300.00	0.00	
101-702-956	WORKERS COMP INS	0.00	0.00	0.00	0.00	0.00	
101-702-957	EDUCATION	300.00	0.00	0.00	300.00	0.00	
<b>Total Dept 702 - ZONING</b>		<b>20,900.00</b>	<b>7,313.81</b>	<b>786.64</b>	<b>13,586.19</b>	<b>34.99</b>	
<b>Dept 901 - CAPITAL OUTLAY</b>							
101-901-971	CAPITAL OUTLAY-EQUIPMENT	0.00	0.00	0.00	0.00	0.00	
101-901-972	CAPITAL OUTLAY-TWP HALL	0.00	0.00	0.00	0.00	0.00	
<b>Total Dept 901 - CAPITAL OUTLAY</b>		<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	
<b>TOTAL EXPENDITURES</b>							
<b>Fund 101 - GENERAL:</b>		<b>513,700.00</b>	<b>224,676.70</b>	<b>45,698.42</b>	<b>289,023.30</b>	<b>43.74</b>	
<b>Fund 101 - GENERAL</b>							
<b>TOTAL EXPENDITURES</b>							
<b>NET OF REVENUES &amp; EXPENDITURES</b>		<b>609,200.00</b>	<b>447,314.22</b>	<b>271,288.61</b>	<b>161,885.78</b>	<b>73.43</b>	
<b>NET OF REVENUES &amp; EXPENDITURES</b>		<b>(95,500.00)</b>	<b>(222,637.52)</b>	<b>(225,590.19)</b>	<b>127,137.52</b>	<b>233.13</b>	

**TREASURER'S REPORT**

12/31/2023

<b>GENERAL ACCOUNT</b> #4621	<u>Checking</u>	<u>Cash Sweep</u>	<u>Total</u>
Beginning Balance	\$1,000.00	\$518,444.63	
Deposits	\$508,524.97	\$241,248.41	
Interest (0.90%)		\$795.27	
Withdrawals (incl. IRS)	(\$508,524.97)	(\$268,873.74)	
IRS Tax Payment	\$0.00		
Ending Balance	\$1,000.00	\$491,614.57	<b>\$492,614.57</b>

<b>TAX ACCOUNT</b> #4618			
Beginning Balance	\$17,433.18		
Deposits (incl. interest)	\$733,834.82		
Interest			
Withdrawals	(\$122,714.66)		
Ending Balance	\$628,553.34		<b>\$628,553.34</b>

<b>HUNTINGTON</b> #1274			
Beginning Balance	\$195,992.23		
Deposits (incl. interest)			
Interest			
Withdrawals	(\$195,992.23)		
Ending Balance	\$0.00		<b>\$ -</b>

<b>Cash On Hand</b>	\$20.00	<b>\$20.00</b>
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<b>GRAND TOTAL</b>		<b>\$1,121,187.91</b>
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Signed



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NIESA report

December 2023

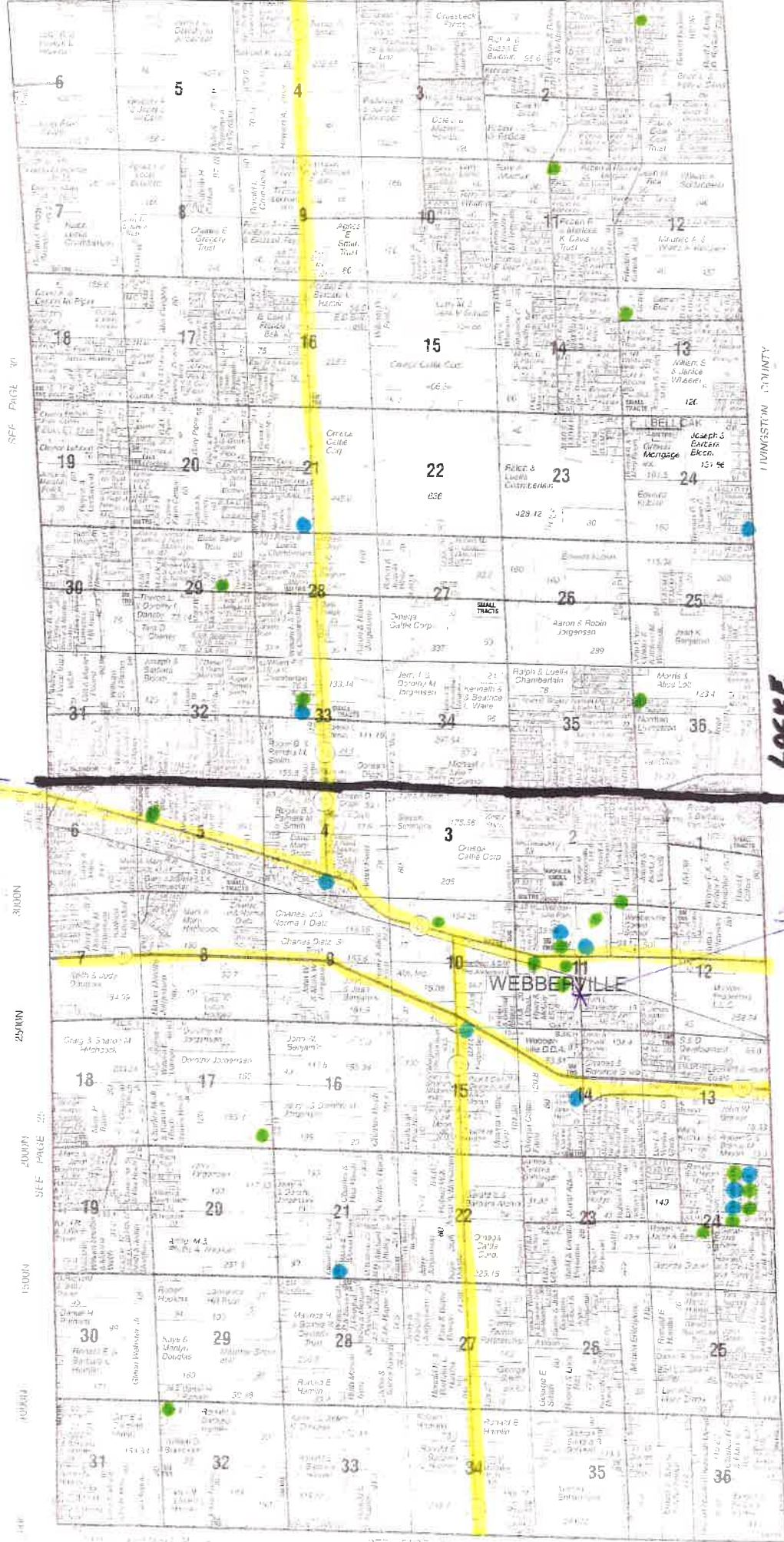
Wed Nov 29 2 calls-medical: 1 City, 1 Wmstown  
 Thurs Nov 30 2 calls-medical: 2 Leroy  
 Fri Dec 01 7 calls-medical: 2 Wmstown, 2 City, 1 Locke, 2 mutual aid Meridian  
 Sat Dec 02 3 calls-medical: 1 City, 1 Wmstown, 1 Leroy  
  
 Sun Dec 03 6 calls-medical: 2 City, 1 Whtfld, 2 Wmstown, 1 Leroy  
 Mon Dec 04 6 calls-medical: 1 Locke, 2 City, 2 Wmstown, 1 Whtfld-vehicle fire  
 Tues Dec 05 3 calls-medical: 1 City, 2 Locke  
 Wed Dec 06 4 calls-medical: 2 Vlg, 1 Wmstown, 1 Locke  
 Thurs Dec 07 4 calls-medical: 3 Wmstown, 1 Leroy  
 Fri Dec 08 8 calls-medical: 2 Locke, 2 Leroy [1 medical/1 illegal burn], 2 Wmstown, 2 Vlg  
 Sat Dec 09 6 calls-medical: 1 Whtfld, 3 City, 1 Leroy, 1 Wmstown  
  
 Sun Dec 10 3 calls-medical: 3 Leroy  
 Mon Dec 11 4 calls-medical: 3 City, 1 Vlg  
 Tues Dec 12 0 calls-medical:  
 Wed Dec 13 3 calls-medical: 1 Leroy, 1 Locke-vehicle acc., 1 City  
 Thurs Dec 14 2 calls-medical: 1 Wmstown, 1 City  
 Fri Dec 15 5 calls-medical: 1 Leroy, 2 Vlg, 1 Wmstown, 1 City  
 Sat Dec 16 3 calls-medical: 2 Vlg, 1 Leroy-vehicle acc  
  
 Sun Dec 17 1 calls-medical: 1 City  
 Mon Dec 18 6 calls-medical: 1 Vlg, 2 Wmstown, 3 Whtfld-vehicle accidents  
 Tues Dec 19 4 calls-medical: 2 City, 1 Whtfld, 1 Locke  
 Wed Dec 20 3 calls-medical: 2 City, 1 mutual aid Okemos  
 Thurs Dec 21 3 calls-medical: 2 Whtfld, 1 Leroy  
 Fri Dec 22 2 calls-medical: 2 City-1 medical & 1 vehicle accident  
 Sat Dec 23 1 calls-medical: 1 City  
  
 Sun Dec 24 1 calls-medical: 1 mutual aid Okemos-vehicle fire  
 Mon Dec 25 3 calls-medical: 1 Wmstown, 1 Whtfld, 1 City  
 Tues Dec 26 1 calls-medical: 1 Wmstown  
 Wed Dec 27  
 Thurs Dec 28  
 Fri Dec 29  
 Sat Dec 30  
 Sun Dec 31

34 runs to Vlg, Leroy, Locke Nov 29 thru Dec 26 [28 days]

61 runs to City, Wmstown, Whtfld Nov 29 thru Dec 26 [28 days]

LUCKE 2500 3000 3500 4000 4500 5000 5500

14N-R 2E



SEE PAGE 31  
SEE PAGE 28  
SEE PAGE 28  
SEE PAGE 28

LIVINGSTON COUNTY

LUCKE

LIVINGSTON COUNTY

\*Station 61  
↑ approx  
2.2 mi.

Station 62

● runs 7AM-7PM  
● runs 7PM-7AM

2500 3000 3500 4000 4500 5000 5500

♣♥📁 **2023 LOCKE TOWNSHIP BUILDING PERMITS** Dec/Jan☒ Jan/Feb# Feb/Mar☒ Mar/Apr+ Apr/May📁  
 May/Jun^ Jun/Jul☺ Jul/Aug% Aug/Sep☺ Sep/Oct♥ Oct/Nov@ Nov/Dec♣

**JAN**

Consumers Energy FNL 23-001 3245 Rowley 48895 32 200 003 pd \$151 House/Garage Demo#

**FEB**

Andrsyszyn, C Temp CO 6/21 23-003 3611 M 52 48895 33-300-016 pd \$247 Finish Existing Home#  
 Vanwert, Alex 23-002 3778 Rowley 48895 33 400 013 pd \$247 1500 Sq. Pole Barn☒  
 Penner, Don 23-001 5327 Harris Rd. 48895 18-200-003 \$0 Maint. Windows Replace#  
 Barrows, Jamie 23-002m 5880 Shaftsburg 48895 07-100-003 \$0 Maint. Re-roof☒

**MAR**

Meldrum, Francis 23-003m 6457 S. Corey 48872 02-200-001 \$0 Maint Re-roof☒

**APR**

McKenzie, Robert FNL 23-006 4437 Webberville 48892 27-200-015 pd \$151 Roof Mount Solar📁  
 Coe, Jean & Tom FNL 23-005 4535 Allen 48892 35-300-010 pd \$151 Basmnt. Reinforcing📁  
 Turner, Glenda & AmosF10-26 23-007 4157 Moyer 48895 27-100-004 pd \$247 16X24 pole barn +  
 Turner, Glenda & Amos 23-008 4157 Moyer 48895 27-100-004 pd \$151 10X32 Greenhouse +  
 Medina, Ben 23-004 2900 Rowley 48895 31-426-002 pd \$199 800 Sq. in ground pool📁  
 Penner, Karen 23-009 5327 Harris 48895 18-200-003 pd \$199 14 X 90 Deck 📁  
 Smith, Jamie 23-001C 2652 Haslett 48895 18-100-007 pd \$199 Daycare int. remodel ^  
 Pinckney, Duane 23-010 5650 Scofield 48872 10-400-002 pd \$350 deck & doorwall 📁

**MAY**

Bloom, Scott FNL 23-011 3055 Rowley 48895 32-100-001 pd \$199 Basement piers📁  
 Horstman, Larry FNL 23-012 5078 Horstman 48895 17-400-014 pd \$151 Roof solar array^  
 Rockey, Joshua FNL 8-25-23 23-013 4856 Dietz 48895 21 100 017 pd \$247 40x64 Pole Barn^  
 Poland, Marilyn FNL 23-014 2711 E. Rowley 48895 31-201-002 pd \$151 Garage demo^

**JUNE**

Willson, Timbre 23-015 5894 S. Lovejoy 48872 10-200-009 pd \$247 32x48 Pole Barn ☺  
 Lee, Kevin FNL 23-016 4841 E. Haslett 48872 11-400-022 pd \$199 Res. Add. Deck ☺  
 Holbrook, Gary 23-017 3685 Morrice 48892 35-400-001 pd \$199 Deck Replace. ☺  
 Lackey, Daren 23-004m 5129 Morrice 48892 14 400 013 \$0 Maint. Re-roof ☺

**JULY**

Thelen, Carl & BethF 10-3-23 23-018 4171 Dietz 48895 29 400 07 pd \$199 Ingrd. Pool %  
 Clarke, Shirley 23-005m 2566 Donna 48895 31-452-001 \$0 Main. Re-roof ☺

**AUGUST**

Thelen, Carl F10-3-23 23-019 4171 Dietz 48895 29-400-007 Pd \$247 512 Sf Pole barn add &  
 Merritt, Caitlyn&Kyle 23-021 5353 Herrington 48892 13-200-022 Pd.\$607 2550 sq res☺  
 Miller, Steven 23-022 4912 Bell Oak 48892 23 200 010 Pd \$649 2470 sq res☺  
 Marsh, Adam 23-023 5721 Herrington 48892 12 400 008 Pd \$531 1836 sq res☺  
 McElroy, Rodney 23-020 5649 M-52 Perry 48872 09 300 001 Pd \$247 alter Res. Sub Floor☺

**SEPTEMBER**

Gallinger, Kyle FNL 9-8-23 23-024 4774 Harris Rd 48895 20-100-016 Pd \$199 Res. Alter. Base.☺  
 Diem, James/Barb 23-025 5691 S M-52 48871 09-300-011 \$362. New Res.  
 Barker, Paul 23-026 5180 Shaftsburg 48895 18-300-010 Pd \$199 490 sq. ft. pool☺

**October**

Nason, Tim FNL10-13-23 23-027 3181 Moyer Rd 48895 29-100-005 Pd \$199 Res/Alter Base.@  
 Gray, David 23-028 3395 Sherwood Rd 48895 20 400 004 Pd \$ 199 Res. Add. Deck@

**November**

Reed, Chantell 23-029 5324 Royce Rd 48892 13-200-024 Pd \$247 Pole Barn@

**December**

**2023 Locke Twp-plumbing/mechanical/electrical permits**

01-10-23 Delacruz, Jan 23-002 4492 Harris 48895 29 100 001 pd \$48 mech ☒  
 01-10-23 June, Joshua 23-001 3248 Rowley 48895 32 400 008 pd \$48 mech ☒  
 01-12-23 Boehme, Scott 22-033 4400 Moyer 48895 27 400 006 pd \$48 mech reinspect ☒  
 01-19-23 Coykendall, Shannon 23-003 4356 Harris 48895 29 100 007 pd\$48 mech #  
 01-31-23 Cole, Ron 23-004 4230 Rowley 48895 34 300 003 pd \$49 mech #

02-02-23	Rockey, Joshua	23-005	4856 Dietz	48895	21 100 017	pd \$114	mech #+
01-31-23	Andrsyszyn, C.	23-006	3611 M -52	48895	33 300 016	pd\$114	mech #
03-21-23	Stein, David	23-007	4794 Dietz	48895	21 100 008	pd \$114	mech #
05-09-23	Medina, Ben	23-008	2900 Rowley	48895	31 426 002	pd \$114	mech ☞
06-28-23	Rockey, Joshua	23-009	4856 Dietz	48895	21 100 017	pd \$48	mech ☺
08-08-23	Slayton, Jared	23-010	4166 Moyer	48895	27 300 003	pd \$48	mech %
08-08-23	Merritt, Caitlyn	23-011	5353 Herrington	48892	13-200-022	pd \$114	mech ☺
08-23-23	Slayton, Jared	23-012	4166 Moyer Rd	48895	27-300-003	Pd 48	mech ☺
09-07-23	Rhodes, Charles	23-013	3895 Morrice Rd	48892	35-200-004	Pd .48	mech ☺
09-19-23	McIntosh, John	23-014	2850 Sherwood	48895	30-200-009	Pd. 48	mech ♥
09-28-23	Marsh, Adam	23-015	5721 N. Herrington	48872	12-400-008	Pd. 114.	Mech ♥
10-03-23	Baldwin, Rick	23-016	6400 S. Boutell Rd	48872	02-100-002	Pd. 48	Mech ♥
11-02-23	Calogero, John	23-017	5621 M-52	48872	09-300-013	Pd. 48	Mech ♣
11-21-23	Porter, Deann	23-018	2509 Moyer	48895	30-100-007	Pd. 48	Mech ♣
11-28-23	Halpin, Brig	23-019	3301 Rowley	48895	32-200-007	Pd. 48.	Mech ♣
12-12-23	Miller, Steven	23-020	4912 Bell Oak	48892	23-200-010	Pd. 114.	Mech ♣.
01-10-23	Smith, Moriah	23-001	6175 Corey	48872	02 400 010	pd \$114	elect ☒+VOID REF
01-31-23	Andrsyszyn, C.	23-002	3611 M-52	48895	33 300 016	pd \$114	elect # ☺
02-14-23	Fuller, Julie FNL	23-003	4230 Rowley	48895	34-300-003	pd \$114	elect (ref 66)#
03-11-23	Fuller, Julie	23-003	Reinspect 4230 Rowley	48895	34-300-003	pd \$48	elec.reinspect +
03-08-23	TDS	22-001	Reinspect 3895 Morrice	48895	35-200-004	pd \$48	elect reinspec+
03-08-23	TDS	22-002	Reinspect 6194 Morrice	48895	01-300-004	pd \$48	elect reinspec+t
04-04-23	McKenzie, Robert	23-005	4437 Webberville	48892	27-200-015	pd \$48	elec. ☞
04-06-23	Medina, Ben	23-004	2900 Rowley	48895	31-426-002	pd \$60	elec (ref \$12)+
04-25-23	Medina, Ben	23-006	2900 Rowley	48895	31-426-002	pd \$96	elec. ☞
05-25-23	Horstman, L.	23-007	5078 Horstman	48895	17-400-013	pd \$48	elec^
06-13-23	O'Dell	23-008	4925 E. Allen	48892	35-400-031	pd \$48	Elec. ^
06-22-23	Milestone Pro	23-001C	2652 Haslett	48895	18-100-007	pd \$145.20	Elec. ☺
06-21-23	Rockey, Joshua	23-009	4856 Dietz	48895	21 100 017	pd \$48	Elec.Barn ☺
07-17-23	Pfeifle, Keith	23-010	4855 Harris	48895	19 200 009	pd \$111.60	Elec Ref 63.60 %
08-08-23	Merritt, Caitlyn	23-013	5353 Herrington	48892	13-200-022	pd 156	Elect ☺
12-12-23	Merritt, Caitlyn	23-013	5353 Herrington	48892	13-200-022	Pd. 96.	Elec. Reinspect ♣
08-15-23	Thelen, Carl	23-011	4171 Dietz Rd	48895	29-400-007	pd 114	Elec. %
08-15-23	Fillwock, Ken	23-012	4171 Rowley	48895	34 100 006	pd \$48	Elec %
08-22-23	Smith, Jamie	23-002C	2652 Haslett	48895	18 100-007	pd \$360	& 96 Elec ☺
09-07-23	Bertoglio Stacey	23-014	6106 S M52	48872	04-400-004	pd\$48	Elec. ☺
09-12-23	Coxon, Jason	23-	4192 E. Haslett	48872	15-100-004	Pd\$48	Elec. ☺
09-28-23	Marsh, Adam	23-016	5721 N. Herrington	48872	12-400-008	Pd. 156	Elec. ♥
11-02-23	ZF Group C	23-003C	4435 Sherwood Rd	48895	22-400-004	Pd. 176	Elec@
11-28-23	Halpin, Brig	23-017	3301 Rowley	48895	32-200-007	Pd. 48	Elec ♣
12-12-23	Miller, Steven	23-018	4912 Bell Oak	48892	23-200-010	Pd. 156	Elec. ♣
01-12-23	Rockey, Joshua	23-001	4856 Dietz	48895	21 100 017	pd \$114	plumb ☒
01-31-23	Andrsyszyn	23-002	3611 M-52	48895	33 300 016	pd \$114	plumb#
02-07-23	Andrsyszyn	23-002	reinspect 3611 M-52	48895	33 300 016	pd \$48	plumb reinspec#
03-21-23	Schotzko	23-004	4201 Harris	48895	30-400-005	pd \$48	plumb+
03-21-23	Stein, David	23-003	4794 Dietz	48895	21-100-008	pd \$114	plumb+
04-04-23	Coe, Jean & Tom	23-005	4535 Allen	48892	35-300-010	pd \$101	plumb (ref 53)+
07-11-23	Andrusyszyn, C	23-002	3611 M-52	48895	33-300-014	pd \$48	plumb reinspec ☺
08-08-23	Merritt, Caitlyn	23-008	5353 Herrington	48892	13-200-022	pd \$114	plumb ☺
08-10-23	Meaton, Matt	23-006	4842 Colby	48872	11-200-009	pd \$48	plumb %
08-29-23	Tarnish, Larry	23-009	2534 E. Sherwood	48895	30-100-010	pd \$48	Plumb ☺
09-26-23	Miller, Steven	23-010	4912 Bell Oak	48892	23-200-010	pd.\$114	Plumb ♥
08-22-23	McElroy, Rodney	23-007	5649 M52	48872	09-300-001	pd. 48	Plumb ☺
09-28-23	Marsh, Adam	23-011	5721 N.Herrington	48872	12-400-008	pd. 114	Plumb ♥
12-19-23	Marsh, Adam	23-011	5721 N. Herrington	48872	12-400-008	pd. 48	Plumb. reinsp

LOCKE TOWNSHIP ZONING ADMINISTRATOR, JULIE A. MOORE

December 2023 Zoning Administrator report

Land Use Permits issued

2023 LU 03                      Name              Address              Parcel

phone/meetings/site visits

12-05-23

Opened emails.

Filed Bldg. permit 23-029.

Reviewed new wind ordinance & updated manual.

Rec'd call from J. Nash re: qualified agricultural exemption property tax & plans to sell property to family member. Would that family member then qualify for the agricultural exemption? Forwarded question to Assessor & asked to cfall (517) 996-2488.

12-07-23

Opened emails

Assisted with receiving tax payments.

Completed 2023 Annual Planning Commission Report.

12-12-23

Opened emails.

Rec'd TCF Jerry – Co-Logic requesting taxes for various properties

Rec'd Elec. Permit App. for 23-200-010, 4912 Bell Oak Rd, & check #2150 for \$156. Emailed info. to AGS & gave check to clerk.

Rec'd Mech. Permit App. for 23-200-010 4912 Bell Oak Rd., Emailed to AGS – Pd. 114.00 #7916.

Rec'd Elec. Reinspection check for 5353 Harrington, 13-200-022 Pd. \$96, check # 1395.

Reviewed Annual Planning Commission Report – What's in a planning commission's annual report by MSU Extension.

Rec'd. Elec. & Mech. Permit from AGS. Documented on Bldg. Permit List & filed.

Purged files.

12-14-23

Opened emails

Rec'd AGS unpaid inspection fee notices for plumbing permit 12-400-008 & 31-426-002. Filed

Reviewed Building Strong Decisions by the Zoning Board of Appeals literature.

Purged files.

12-19-23

Opened emails.

Rec'd email re: driveway permit – sent email to [meihls.john@gmail.com](mailto:meihls.john@gmail.com) to contact Ing. Co. Road Comm. for permit.

Rec'd \$48.00 pymt #511 from Marsh 12-19-23 for plumb. Permit 23-011 reinspect fee, emailed to AGS. Gave check to clerk.

Rec'd AGS permit reports, recorded Dec. payment on Bldg. permit Doc. Reconciled.  
Purged files.

12-21-23 – Off Medical

12-26-23 – Off

12-28-23

Opened emails.

Assigned address of 6327 S. Murrice Rd. Perry 48872 to Meihls, parcel 01-100-044. Completed assignment letter, emailed Meihls with new address. Gave copy to assessor.

Rec'd phone call from Horstman, referred to S. Rambo

Printed off Dec. ZA Report & 2023 Building Permits list.



**LOCKE TOWNSHIP 3805 BELL OAK ROAD WILLIAMSTON MI 48895**

**2023 Planning Commission Annual Report**

- 2 Special Use Permits granted/recommended  
Smith  
Rollin
  
- 4 Zoning Amendments granted/recommended  
Zoning Amendment Large SES Moratorium  
Zoning Amendment CWTG Moratorium  
Zoning Amendment Wind  
Zoning Amendment Solar
  
- 4 Planning Commission meetings attended by Foster Swift attorney's to help with  
Solar Energy Systems and CWTG Zoning Ordinance Amendments
  
- Review of current Zoning Ordinance 2023-03, 2023-04

Attendance of Planning Commission members [5 regular meetings plus 4 special meetings]:

8 of 9	Sarah Lackey	Chairperson/ Secretary
9 of 9	Marcy Shepler	Member/Vice Chairperson
7 of 9	Ben Howard	Member
6 of 9	Jordan Smith	Member
9 of 9	Hull, Ty	Member

- 28 Land Use Permits issued by Zoning Administrator
  
- 04 Land Division Permits issued by Zoning Administrator:  
Slider, Prossen, Piper, Sober
  
- 02 Zoning Board of Appeals variance requests:
 

Smith	setback variance	granted
Rockey	setback variance	granted

**2023 Budget request – funding for re write of Master Plan and Zoning Ordinance**

Planning Commission Chairperson Sarah Lackey Dec. 07, 2023

