LOCKE TOWNSHIP REGULAR BOARD MEETING AGENDA SEPT 10, 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 August 13, 2024 special meeting minutes
4. Action on Accts Payable Independent Bank checks #6368 - #64___ totaling $ _____
[check 6368 was listed on August Accounts Payable, but no vendor or amount listed]
[Received $2323.46 State of MI for ballot drop box security camera reimbursement.]
[Received $33608 May/June State Revenue Sharing.]
5. Presentation / Public Comment-3 minute limitation

6. Unfinished Business:
*Locke Twp Cemetery Ordinance 2018-02, review/update suggestions
Suggestions to date: add Statutes, list of Twp Cemeteries

7. New Business:
*

8. Reports:
Treasurer –Aug treas report; attend 9/04 Ing Co Treas Assoc meeting; review of Cemetery Ord.
Clerk - Aug rev/exp report; 8/08 rec. drop box reimbursement; 8/20 completed BS&A survey; 8/29 rec. Aug Rev Sharing; 9/05 Virtual BOE election training
Trustee – Shepler: PC Master Plan update
Trustee – Davis:
Supervisor – Aug NIESA report; attend 08/08 NIESA meeting
Zoning Administrator –Aug report; building permits update

9. Public Comment [3 minute limitation]
10. Communications, seminars, etc.
*Sgt Jeremy Doerr, ICSD report:
*MTA educational offerings in 2024: Dec–New Officials Training $149
*July 2024 MTA township focus, pgs 14-20, Boosting Board Engagement [effective meetings]

11. Any Other Business / Board member comments
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.

Dorothy G Hart, Locke Township Supervisor **Next meeting –Oct 08**

Note: Section 57 of the Michigan Campaign Finance Act, MCL 169.257, prohibits the use of township property to "expressly advocate" voting for or against a candidate or ballot question.

This means that a township cannot allow unattended materials that expressly advocate voting for or against a candidate or ballot question anywhere on township property on any day.

And under most circumstances, township officials, employees, appointees and volunteers or other personnel cannot expressly advocate while working or on township property on any day, including wearing buttons or other campaign items.

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.

REVENUE AND EXPENDITURE REPORT FOR LOCKE TOWNSHIP

PERIOD ENDING 08/31/2024

GL NUMBER	DESCRIPTION	2024-25 AMENDED BUDGET	YTD BALANCE 08/31/2024 NORMAL (ABNORMAL)	ACTIVITY FOR MONTH 08/31/2024 INCREASE (DECREASE)	AVAILABLE BALANCE NORMAL (ABNORMAL)	% BDGT USED
Fund 101 - GENERAL						
Revenues						
Dept 000						
101-000-402	PROPERTY TAXES	94,000.00	4,406.09	0.00	89,593.91	4.69
101-000-447	TAX ADMINISTRATION FEE	36,000.00	1,914.46	0.00	34,085.54	5.32
101-000-448	SUMMER TAX COLLECT REIMB	2,700.00	45.00	45.00	2,655.00	1.67
101-000-478	ZONING PERMITS	2,000.00	1,220.00	0.00	780.00	61.00
101-000-490	BUILDING PERMITS	12,000.00	5,553.00	1,506.00	6,447.00	46.28
101-000-528	OTHER GRANT FUNDS	0.00	0.00	0.00	0.00	0.00
101-000-546	METRO ACT REIMBURSEMENT	6,700.00	5,019.08	0.00	1,680.92	74.91
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	199,662.00	94,189.00	33,608.00	105,473.00	47.17
101-000-576	ELECTION REIMBURSEMENT	5,000.00	2,493.42	2,493.42	2,506.58	49.87
101-000-626	CEMETERY BURIAL	10,000.00	5,567.00	0.00	4,433.00	55.67
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	3,000.00	2,800.00	0.00	200.00	93.33
101-000-665	INTEREST	8,000.00	1,744.10	252.64	6,255.90	21.80
101-000-667	HALL RENTAL	5,000.00	2,200.00	100.00	2,800.00	44.00
101-000-670	LAND RENTAL	0.00	0.00	0.00	0.00	0.00
101-000-674	CONTRIBUTIONS	0.00	0.00	0.00	0.00	0.00
101-000-675	MISCELLANEOUS INCOME	0.00	0.00	0.00	0.00	0.00
101-000-677	ESCROW REFUND	0.00	0.00	0.00	0.00	0.00
101-000-687	INSURANCE REFUNDS	0.00	0.00	0.00	0.00	0.00
101-000-693	SALE OF FIXED ASSETS	0.00	0.00	0.00	0.00	0.00
Total Dept 000		384,062.00	127,151.15	38,005.06	256,910.85	33.11
TOTAL REVENUES		384,062.00	127,151.15	38,005.06	256,910.85	33.11
Expenditures						
Dept 101 - TOWNSHIP BOARD						
101-101-709	NIESA REP WAGE	960.00	400.00	80.00	560.00	41.67
101-101-710	PER DIEM	4,250.00	2,120.00	680.00	2,130.00	49.88
101-101-711	NON STATUTORY WAGE	200.00	0.00	0.00	200.00	0.00
101-101-712	OFFICE MANAGER WAGE	0.00	0.00	0.00	0.00	0.00
101-101-713	MEDICARE-SS	400.00	192.79	58.14	207.21	48.20
101-101-727	OFFICE SUPPLIES	1,500.00	1,150.56	175.95	349.44	76.70
101-101-818	LEGAL	3,000.00	840.00	540.00	2,160.00	28.00
101-101-820	AUDIT	500.00	0.00	0.00	500.00	0.00
101-101-822	TECH ADMIN/SUPPORT	3,000.00	2,895.84	0.00	104.16	96.53
101-101-860	TRAVEL	300.00	298.82	0.00	1.18	99.61
101-101-901	PRINTING AND PUBLISHING	1,000.00	0.00	0.00	1,000.00	0.00
101-101-955	MEMBERSHIPS AND DUES	2,000.00	1,859.81	0.00	140.19	92.99
101-101-956	WORKERS COMP INS	1,200.00	7.50	1.50	1,192.50	0.63
101-101-957	EDUCATION-TRAINING	1,000.00	335.20	0.00	664.80	33.52
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		24,310.00	10,100.52	1,535.59	14,209.48	41.55
Dept 171 - SUPERVISOR						
101-171-702	SALARY	19,641.00	8,183.75	1,636.75	11,457.25	41.67
101-171-713	MEDICARE-SS	1,500.00	626.07	125.21	873.93	41.74
101-171-727	OFFICE SUPPLIES	300.00	73.20	0.00	226.80	24.40

PERIOD ENDING 08/31/2024

GL NUMBER	DESCRIPTION	2024-25 AMENDED BUDGET	YTD BALANCE 08/31/2024 NORMAL (ABNORMAL)	ACTIVITY FOR MONTH 08/31/2024 INCREASE (DECREASE)	AVAILABLE BALANCE NORMAL (ABNORMAL)	% BDGT USED
Fund 101 - GENERAL						
Expenditures						
101-171-821	ACCOUNTING ASSISTANCE	200.00	0.00	0.00	200.00	0.00
101-171-860	TRAVEL	300.00	0.00	0.00	300.00	0.00
101-171-955	MEMBERSHIPS AND DUES	50.00	0.00	0.00	50.00	0.00
101-171-956	WORKERS COMP INS	0.00	153.95	30.79	(153.95)	100.00
101-171-957	EDUCATION-TRAINING	1,000.00	0.00	0.00	1,000.00	0.00
101-171-971	CAPITAL OUTLAY	500.00	0.00	0.00	500.00	0.00
Total Dept 171 - SUPERVISOR		23,491.00	9,036.97	1,792.75	14,454.03	38.47
Dept 215 - CLERK						
101-215-702	SALARY	39,302.00	15,675.85	4,575.17	23,626.15	39.89
101-215-703	DEPUTY SALARY	2,000.00	994.50	212.50	1,005.50	49.73
101-215-713	MEDICARE-SS	3,160.00	1,275.28	366.26	1,884.72	40.36
101-215-727	OFFICE SUPPLIES-POSTAGE	1,000.00	466.90	83.00	533.10	46.69
101-215-821	ACCOUNTING ASSISTANCE	200.00	0.00	0.00	200.00	0.00
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	20.00	0.00	80.00	20.00
101-215-956	WORKERS COMP INS	0.00	294.86	86.06	(294.86)	100.00
101-215-957	EDUCATION AND TRAINING	1,000.00	0.00	0.00	1,000.00	0.00
101-215-971	CAPITAL OUTLAY	500.00	0.00	0.00	500.00	0.00
Total Dept 215 - CLERK		47,562.00	18,727.39	5,322.99	28,834.61	39.37
Dept 247 - BOARD OF REVIEW						
101-247-702	SALARY	1,000.00	34.00	34.00	966.00	3.40
101-247-713	MEDICARE-SS	80.00	2.61	2.61	77.39	3.26
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	0.00	0.00	0.00	0.00
101-247-957	EDUCATION AND TRAINING	300.00	0.00	0.00	300.00	0.00
Total Dept 247 - BOARD OF REVIEW		1,780.00	36.61	36.61	1,743.39	2.06
Dept 253 - TREASURER						
101-253-702	SALARY	28,987.00	12,077.90	2,415.58	16,909.10	41.67
101-253-703	DEPUTY SALARY	500.00	153.00	34.00	347.00	30.60
101-253-710	PER DIEM	0.00	0.00	0.00	0.00	0.00
101-253-713	MEDICARE-SS	2,260.00	935.67	187.41	1,324.33	41.40
101-253-727	OFFICE SUPPLIES-POSTAGE	2,800.00	2,777.92	136.97	22.08	99.21
101-253-821	ACCOUNTING ASSISTANCE	300.00	0.00	0.00	300.00	0.00
101-253-850	PHONE	0.00	0.00	0.00	0.00	0.00
101-253-860	TRAVEL	700.00	(358.45)	0.00	1,058.45	(51.21)
101-253-956	WORKERS COMP INS	0.00	0.00	0.00	0.00	0.00
101-253-957	EDUCATION AND TRAINING	1,000.00	0.00	0.00	1,000.00	0.00
101-253-971	CAPITAL OUTLAY	500.00	0.00	0.00	500.00	0.00
Total Dept 253 - TREASURER		37,047.00	15,586.04	2,773.96	21,460.96	42.07
Dept 257 - ASSESSOR						
101-257-727	OFFICE SUPPLIES-POSTAGE	1,500.00	562.20	0.00	937.80	37.48
101-257-818	CONTRACT ASSESSING	24,000.00	7,200.00	1,800.00	16,800.00	30.00

GL NUMBER	DESCRIPTION	2024-25 AMENDED BUDGET	YTD BALANCE 08/31/2024 NORMAL (ABNORMAL)	ACTIVITY FOR MONTH 08/31/2024 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	7,762.20	1,800.00	17,737.80	30.44
Dept 262 - ELECTIONS						
101-262-702	SALARY	14,500.00	5,290.00	5,290.00	9,210.00	36.48
101-262-713	MEDICARE-SS	1,500.00	199.52	199.52	1,300.48	13.30
101-262-727	ELECTION SUPPLIES	2,500.00	791.98	0.00	1,708.02	31.68
101-262-818	ELECTION CONTRACT	0.00	0.00	0.00	0.00	0.00
101-262-860	TRAVEL	600.00	0.00	0.00	600.00	0.00
101-262-901	PRINTING-PUBLISHING	4,000.00	1,143.30	1,143.30	2,856.70	28.58
101-262-956	WORKERS COMP INS	0.00	0.00	0.00	0.00	0.00
101-262-971	CAPITAL OUTLAY	1,000.00	2,323.46	0.00	(1,323.46)	232.35
Total Dept 262 - ELECTIONS		24,100.00	9,748.26	6,632.82	14,351.74	40.45
Dept 265 - BUILDING/GROUNDS						
101-265-702	SALARY	2,000.00	1,309.00	280.50	691.00	65.45
101-265-713	MEDICARE-SS	150.00	100.14	21.46	49.86	66.76
101-265-731	MAINTENANCE SUPPLIES	3,000.00	1,010.55	301.98	1,989.45	33.69
101-265-818	BLDG/GRNDS CONTRACT	8,620.00	5,867.95	515.00	2,752.05	68.07
101-265-850	PHONE/INTERNET	3,500.00	1,472.52	295.88	2,027.48	42.07
101-265-920	UTILITIES	6,000.00	1,830.06	405.12	4,169.94	30.50
101-265-955	INSURANCE	9,000.00	8,915.00	0.00	85.00	99.06
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		38,270.00	20,505.22	1,819.94	17,764.78	53.58
Dept 302 - TRI COUNTY METRO APPROPRIATION						
101-302-818	TRI COUNTY METRO APPROP	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	2,441.00	603.00	7,559.00	24.41
Total Dept 371 - CONTRACT INSPECTOR		10,000.00	2,441.00	603.00	7,559.00	24.41
Dept 445 - DRAINS APPROPRIATION						
101-445-818	DRAINS/PUBLIC BENEFIT APPROP	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	93,000.00	0.00	0.00	93,000.00	0.00
Total Dept 446 - HIGHWAYS/STREETS/BRIDGES		93,000.00	0.00	0.00	93,000.00	0.00

GL NUMBER	DESCRIPTION	2024-25 AMENDED BUDGET	YTD BALANCE 08/31/2024 NORMAL (ABNORMAL)	ACTIVITY FOR MONTH 08/31/2024 INCREASE (DECREASE)	AVAILABLE BALANCE NORMAL (ABNORMAL)	% BDGT USED
Fund 101 - GENERAL						
Expenditures						
Dept 567 - CEMETERY						
101-567-702	SALARY-MAINTENANCE	7,500.00	3,817.46	420.01	3,682.54	50.90
101-567-703	SALARY-SEXTON	1,500.00	1,325.00	0.00	175.00	88.33
101-567-713	MEDICARE-SS	680.00	284.01	24.10	395.99	41.77
101-567-737	OPERATING SUPPLIES	1,500.00	2,216.00	394.74	(716.00)	147.73
101-567-818	CONTRACT GROUNDS MAINTENANCE	42,000.00	14,450.00	4,250.00	27,550.00	34.40
101-567-860	TRAVEL	200.00	107.48	51.72	92.52	53.74
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	1,000.00	0.00	0.00	1,000.00	0.00
Total Dept 567 - CEMETERY		54,415.00	22,199.95	5,140.57	32,215.05	40.80
Dept 701 - PLANNING						
101-701-702	PER DIEM	8,000.00	3,825.00	1,175.00	4,175.00	47.81
101-701-710	PER DIEM	0.00	0.00	0.00	0.00	0.00
101-701-713	MEDICARE-SS	600.00	292.61	86.06	307.39	48.77
101-701-727	OFFICE SUPPLIES-POSTAGE	500.00	10.36	0.00	489.64	2.07
101-701-818	PROFESSIONAL SERVICES	24,000.00	10,330.48	115.00	13,669.52	43.04
101-701-860	TRAVEL	200.00	0.00	0.00	200.00	0.00
101-701-901	PRINTING-PUBLISHING	500.00	50.00	50.00	450.00	10.00
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
Total Dept 701 - PLANNING		34,300.00	14,508.45	1,376.06	19,791.55	42.30
Dept 702 - ZONING						
101-702-702	SALARY	8,640.00	3,600.00	720.00	5,040.00	41.67
101-702-703	DEPUTY ZONING ADM WAGE	1,000.00	102.00	102.00	898.00	10.20
101-702-710	PER DIEM	1,000.00	0.00	0.00	1,000.00	0.00
101-702-713	MEDICARE-SS	850.00	283.20	67.88	566.80	33.32
101-702-727	OFFICE SUPPLIES-POSTAGE	200.00	9.68	9.68	190.32	4.84
101-702-818	PROFESSIONAL SERVICES	2,000.00	0.00	0.00	2,000.00	0.00
101-702-901	PRINTING-PUBLISHING	500.00	0.00	0.00	500.00	0.00
101-702-956	WORKERS COMP INS	0.00	1.92	1.92	(1.92)	100.00
101-702-957	EDUCATION	500.00	0.00	0.00	500.00	0.00
Total Dept 702 - ZONING		14,690.00	3,996.80	896.48	10,693.20	27.21
Dept 901 - CAPITAL OUTLAY						
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
Total Dept 901 - CAPITAL OUTLAY		0.00	0.00	0.00	0.00	0.00
TOTAL EXPENDITURES		438,965.00	134,649.41	29,730.77	304,315.59	30.67
Fund 101 - GENERAL: TOTAL REVENUES		384,062.00	127,151.15	38,005.06	256,910.85	33.11
Fund 101 - GENERAL TOTAL EXPENDITURES		438,965.00	134,649.41	29,730.77	304,315.59	30.67
NET OF REVENUES & EXPENDITURES		(54,903.00)	(7,498.26)	8,274.29	(47,404.74)	13.66

NIESA report August 2024

Wed July 31	5 calls – medical:	3 City, 1 Wmstown, 1 mutual aid Meridian Twp Fire
Thur Aug 01	4 calls – medical:	1 City, 1 Vlg, 1 Leroy-vehicle acc., 1 Wmstown-vehicle acc.
Fri Aug 02	5 calls – medical:	1 City, 4 Wmstown
Sat Aug 03	7 calls – medical:	1 mutual aid Mason, **1 Locke-brush fire,** 1 City, 3 Leroy, 1 Wmstown-aid Police with an investigation in the river
Sun Aug 04	3 calls – medical:	2 City, 1 Leroy-vehicle accident
Mon Aug 05	5 calls – medical:	1 City, 2 Wmstown, 1 Leroy-vehicle acc., **1 Locke-utility**
Tues Aug 06	6 calls – medical:	2 Wmstown, 3 Vlg, 1 Whtfld-fire response. Participated in National night out w/Sparky, show off trucks, water shower for kids
Wed Aug 07	2 calls – medical:	2 Wmstown. Joined Kids Camp at the school-water shower kids
Thur Aug 08	4 calls - medical:	2 City, 1 Vlg, 1 Wmstown
Fri Aug 09	3 calls – medical:	1 Whtfld, 1 Leroy, 1 mutual aid Okemos
Sat Aug 10	4 calls – medical:	3 City, 1 Wmstown-fire response
Sun Aug 11	4 calls –medical:	1 Leroy, 2 City, 1 Whtfld
Mon Aug 12	8 calls – medical:	1 Leroy, 3 City, 2 Whtfld, **2 Locke-[1 medical & 1 vehicle accident]**
Tues Aug 13	8 calls – medical:	1 Wmstown, 1 Whtfld, 2 City, **3 Locke-[2 medical & 1 fire Haslett/Shftsbrg],** 1 mutual aid Stockbridge
Wed Aug 14	8 calls – medical:	2 Leroy, 1 Whtfld-veh acc, 4 City, 1 Wmstown-illegal burn
Thur Aug 15	2 calls – medical:	1 City, 1 Vlg
Fri Aug 16	4 calls - medical:	1 Wmstown-fire, 1 Vlg, 1 City
Sat Aug 17	3 calls – medical:	1 Whtfld, 2 City
Sun Aug 18	5 calls - medical:	3 City, 1 Leroy, 1 Whtfld
Mon Aug 19	5 calls - medical:	2 City, 2 Wmstown, 1 Leroy
Tues Aug 20	6 calls - medical:	2 Vlg, 1 Wmstown, 1 Leroy-fire, **2 Locke-[1 vehicle rollover-Allen & Herrington, 1 citizen assist]**
Wed Aug 21	10 calls – medical:	5 City, 1 Vlg, 1 Whtfld, **1 Locke-accident Haslett/M-52,** 1 Wmstn, 1 Leroy
Thur Aug 22	4 calls - medical:	2 Vlg, **1 Locke,** 1 mutual aid Fowlerville
Fri Aug 23	8 calls - medical:	3 Leroy, 1 Wmstown, 3 City, 1 mutual aid White Oak
Sat Aug 24	5 calls - medical:	**1 Locke-medical during cross country event,** 4 City
Sun Aug 25	3 calls - medical:	1 City, 1 Vlg, **1 Locke**
Mon Aug 26	5 calls - medical:	3 City, 1 Vlg, **1 Locke**
Tues Aug 27	16 calls -medical:	**2 Locke,** 4 Whtfld-utility, 2 City [1 utility], 4 Wmstown [3 utility], 1 Leroy, 3 Vlg-all utility
Wed Aug 28	8 calls -medical:	2 City, 2 Vlg, 1 Wmstown, 1 Whtfld, 2 Leroy
Thur Aug 29	7 calls –medical:	4 City,1 Wmstown,1 Leroy, worked standby-Webberville football game
Fri Aug 30	5 calls – medical:	2 City, 1 Wmstown, 1 Leroy-vehicle accident, 1 mutual aid Fowlerville-fire
Sat Aug 31	3 calls – medical:	1 City, 1 Vlg, 1 Leroy

LOCKE TOWNSHIP ZONING ADMINISTRATOR, JULIE A. MOORE

August 2024 Zoning Administrator report

Land Use Permits issued

2024 LU 018	Gary Teague	5349 Royce Road Webberville 48892	13 200 011
2024 LU 019	Tom Hale	5214 Lovejoy Rd. Perry 48872	01 100 024
2024 LU 020	Gary Teague	5349 Royce Road Webhberville 48892	13 200 011
2024 SLU 021	Ryan Morrison	5200 M-52 Williamston 48895	16 400 013

phone/meetings/site visits

08-01-24 Opened emails.

Rec'd ICDC soil erosion permit for Nick Luft 5695 M52, 09-300-020.

Rec'd updated site plan for Sean Champman @ 2659 Donna Dr. 310451-007 to change pole barn from 24'X40' to 30'X40', per Nick inspector, just file site plan change with Locke Twp.

Emailed Bldg. Permit App. to AGS for N. Luft 5695 M-52, 09-300-020.

Issued 24LU 019 permit for pole barn 30'X48' for Thomas Hale @ 5214 Lovejoy Rd, Perry. Pole Barn was built 3 yrs. prior w/o bldg. permit. Soil Erosion waiver/affidavit forms was emailed to ICDC, J. Lynn. Sent Bldg. Permit app. to AGS. Sent email to Hale @ mustang 65drvr@gmail.com suggesting he contact DTE to inquire if barn meets DTE set backs for power lines.

TCT Meyer Electric 989-720-9473 – he will be emailing 2 electrical permits to Locke Twp. Meyer Elec.

Completed obsolete elec. Permit forms. Sent correct 2 page Res. Elec. Forms to Meyer Elec.

08-06-24 Opened emails

Rec'd res. Elec. Permit App. for Parisian @ 4654 Perry, 21-400-004. Emailed App. to AGS, Doc. & filed.

Emailed sent to John Meyer inquiring if he completed 2 sided Elec. Permit for Scott Purvis?

Rec'd signed return receipt from USPS for Mr 7 Mrs. Matt Key – date signed 08-01-24 for 4838 Dietz Rd, Wmston ZO violation.

Rec'd email from H. Hull @ ICDC w/soil erosion & sedimentation control permit waiver for Gary Teague @ 5349 Royce Rd. 13-200-011. Emailed 2 Bldg. Permits to AGS, 1 for pole barn and 1 for foundation.

Matt Key came into Locke Twp. hall to discuss ZO Violation letter with J. Moore & Sup. Hart. Key was advised his business is not permitted in A-1 and he can't re-zone to Business as then his residence would not be permitted. Key said 3 yrs ago when he bought the property from Carr, Carr reported he had a special LU permit authorizing a business. (Not accurate, Carr had SLU for Class 1 Home Occupation – which does not cover Key's diesel repair shop and expired after 12 mo. anyway). Gave Key ZO Section 28.25 B. Authorization for Class 2 Home Occupation and Section 14.13 Home Occupation Class 2 A.1 no more than 1/3 of floor area of dwelling shall be occupied by occupation. Key said his business is 6000 Sq. Ft. Key was given a special land use app. and advised to write a letter to the Planner sighting reasons he wants to continue his business. Key reports you can't see his business from the road.

Issued LU Permit 24-020 for Teague for temp. dwelling while new home under construction, 5349 Royce

08-08-24 Opened emails.

TCF Chandler regarding roofing inspection advised him to call AGS.

Rec'd Bldg. Permit 24-015 for Tom Hall @ 5214 Lovejoy Perry, 01-100-024 recorded and notified home owner Bldg. Permit is ready for pick up & amt. due is 247.00

Rec'd Bldg. Permit 24-016 Luthy Reuben @ 8104 S. M-52 Owosso 09-300-020 pd. $247 08-06-24 # 2884 per D. Hart, documented BP and filed.

Rec'd Elec. Permit 24-016 for Scott Parisian 4652 M-52 Wmst. 48.00 remain due. Contact John Meyer (989) 720-9473 advising permjit is ready and was emailed to him by AGS but we have no record of payment. Left message with John's Sec. he will call back.

Emailed AGS to inquire where main. Permit for Andrew Fabiduea is at 10-300-006 4218 W. Benajmin Rd.

Documented FNL inspection on Bldg. Permit List and filed.
08-20-24 Opened emails.
Rec'd BP 24-095 BR 0018 for Gary Teague 13-200-011 for 5349 Royce Rd, Webberville 48892.
Documented & issued LU 24-0202 for Temp. dwelling. Notified BP ready for pick up owes $525.00 Left VM for Teague.
On 08-15-14 Payment $247 # 2061 was rec'd by D. Hart for BP 24-017 13-200-011 pole barn, Gary Teague. Docum.
Rec'd $48 cash ohn 08-15-24 by G. Turner for Res. Elec. Permit for Garrett Finch 4761 W. Jaco Rd. Perry 48872. Emailed to AGS. Doc.
Rec'd. Elec. Permit 24-016 for Scott Parisian @ 4654 M-52 Williamston 48895, 21-400-014 Owes $48.00 Emailed John Meyerelectricinc.net & notified.
08-15-24 pymnt of $48 Rec'd #2909 Lufts by D. Hart garage box 325 Perry for plumbing pemrit @ 5695 M52 Perry MI 09-300-020. Emailed to AGS and doc.
Rec'd 08-15-24 payment of $48 #2909 Lufts for Elec. Permit @ 5695 M52 Perry 400 amp. Service. Emailed to AGS & doc.
Issued SLU 2024-021 Morrision AGS Mo. Bill rec'd and reconciled.
Rec'd email from John Meyer that he dropped off a check last Thurs. for Parisian. – not showing that Locke rec'd. payment. D. Hart will check with G. Turner Attended Planning Commission Meeting.
08-22-24 Opened emails.
G. Teague picked up BP 24-018 on 8-20-24. G. Turner accepted payment of $525 #2063. Doc. Pymt.
Emailed Teaguegary44@gmail.com inquiring if he had well & septic permit?
Scanned Elec. Permit signed by Purvis & emailed to John@meyerelectricinc.net
D. Hart advised Meyer sent in check on 08-15-24 for 48 for Elec. Res. Permit 24-016. Doc. & filed.
Rec'd forwarded email from D. Hart from complainant re: 4838 Dietz Rd Auto repair shop. Sent complainant a copy of the Zoning ordinance Violation letter which was sent to Keys.
Emailed Keydiesel@outlook.com and cc'd D. Hart, advising that we have not rec'd a letter from Matt Key sighting his reasons to continue Key Diesel in Ag 1 District & that deadline of 08-30-24 is approaching and we need his response as to how he intends to proceed.
Rec'd plumbing permit 24-004 for M-52 5695 09-300-020. Doc. & filed.
Updated SLU permit 24-021 for R. Morrision, gave to Sup. For review.
Rec'd Ele. Permit 24-017 for C. Oesterle @ M52 5695 Perry 09-300-020. Doc. & filed.
Emailed Elec. Permit App. for Purvis 6180 S. Lovejoy Rd. to AGS.
08-27-24 Opened emails.
Emailed Victoria Kemp advising no new cell tower inquires.
Rec'd email from AGS rec'd Purvis elec. Permit app – need verification of payment. Emailed Johnmeyer@electric.net to inquire when it gets paid.
Corrected SLU Permit for Ryan Morrison & mailed to him.
Emailed soil erosion & control permit waiver & affidavit & site plan for Ryan Morrison to ICDC.
Rec'd res. electrical permit for Rick & Susan Baldwin @ 6400 Boutell Rd, Perry 48872 02-100-002 with check 14427410 $48 from AAB Electric – emailed to AGS & gave clerk check.
Nick Luft came in & changed Elec. Permit contractor information to himself. Emailed to AGS.
Rec'd $48 pymt #10844 from Meyer Electric 8-27-24 for Res. Elec. Permit App for Scott Purvis@ 6180 S. Lovejoy Perry – emailed payment to AGS & gave check to clerk.
Rec'd Elec. Permit 24-018 from AGS from Garrett Finch – called Finch & left voice mail that John will let him know if more inspections are needed and fee involved.
Rec'd call from Fletcher Reed wanting disposition on Key Diesel, advised Key has until 8-30-24 to cease and desist business @ residence.
Rec'd elec. Permit 24-019 from AGS for Baldwin 02-100-002 6400 Boutell Rd. Perry – Docum. & filed.

☺☺

2024 LOCKE TOWNSHIP BUILDING PERMITS

Dec/Jan☒ Jan/Feb# Feb/Ma☗r☗ Mar/Apr+ Apr/May 🗁 May/Jun^ Jun/Jul☺ Jul/Aug% Aug/Sep☼ Sep/Oct♥ Oct/Nov@ Nov/Dec♣

JAN						
Caroll, David & Eliz. FNL4/22	24-001	6300 Corey Rd	48872	02 200 008	pd $247	233.6 sf glassed in porch#
Wyngarden, Jeff	24-001	2601 Donna Dr	48895	31 451 003	No fee	Maint. (re-roof)
APR						
Jorgenson, Cory	24-002	4405 Rowley Rd	48895	34 200 009	pd $167	900 sf floating deck+
McElroy, Rod	24-003	5649 M-52 Perry	48872	09 300 001	pd $247	24x50 Pole Barn/Porch+
Coe, Mike	24-004	3290 Rowley Rd	48895	32 400 006	pd $247	30x40 Pole Bldg🗁.
Driver, Tom FNL4/24	24-005	4828 Bell Oak Rd	48892	23 200 014	pd $199	in grnd pool☺
Chapman, Sean	24-006	2659 Donna Dr	48895	31 451 007	pd $247	24x40 Pole Bldg🗁.
Cassing, Jason	24-007	6130 Shaftsburg	48895	06 300 005	pd $199	32x20 Deck & pergola🗁
Stamp, Yanch	24-008	5445 Horstman	48895	17 200 024	pd $199	24x20 Deck🗁
MAY						
Driver, Mike	24-009	5041 Corey Rd	48895	14 300 008	pd $247	40x40 Barn Add.☺
Blunt, Pauline	24-002	4715 Bell Oak	48895	14 300 009	No fee	Maint. re-roof
Erwin, Jackie	24-010	2775 Rowley Rd	48895	31 251 006	pd $247	20x30 pole Bldg.☺
JUNE						
Bowen, Jason	24-011	5130 Shaftsburg	48895	18 300 011	pd $391	1260sfAdd/deck☺
Finch, Garrett	24-012	4761 W. Jacobs	48872	02 200 017	pd 247	1790 Sq Pole Barn
Bowen, Jason	24-013	5130 Shaftsburg	48895	18 300 011	pd $199	Ingrd. Pool☺
Shipman, Larry FNL6/24	24-003	5715 S. Corey	48872	11 300 012	No fee	Maint re-roof
Galbreath, Paul	24-014	6412 S. Lovejoy	48872	03 200 010	pd $ 203	pole barn☺
JULT						
Meagher, Michael	24-005M	5174 Royce Rd	48872	13 100 007	$0	re-roof
Swartz, Barbara	24-004M	5952 S. Corey	48872	11 200 008	$0	RE-ROOF
Rabideau, Andrew	24-006M	4218 W. Benjamin	48872	10 300 006	$0	reroof
AUGUST						
Hale, Thomas	24-015	5214 Lovejoy	48872	01 100 024	pd $247	30x48 pole barn
Luft, Nick	24-016	5695 M-52	48872	09 300 020	pd $247	48x64 pole barn
Teague, Gary	24-017	5349 Royce	48892	13 200 011	pd $247	50x60 pole barn
Teague, Gary	24-018	5349 Royce	48892	13 200 011	pd 525	1797 sq residence
SEPT						

2024 Locke Twp-plumbing/mechanical/electrical permits

01-02-24 Shanks, Kathy FNL 1/10	23-021	4295 Rowley	48895	34 200 011	pd $48	mech	LP tank
01-09-24 Hill, BrendaFNL1/24	24-001	3653 Rowley	48895	33 100 008	pd $150(ref 102)	mech	gas/oil burn
01-23-23 Woelmer,/F FNL2/5	24-002	3854 Rowley	48895	33 400 008	pd $48	mech#	AC/heat pump
01-30-24 McChesney, Mark FNL3/22	24-003	5301 Horstman	48895	17 200 027	pd $78(ref 30)	mech#	gas/oil burn
02-27-24 Palmatier, Adam FNL 4/10	24-004	4309 Harris	48895	30 200 015	pd $48 (98 for 2)	mech #☗	gen line
04-09-24 McElroy, Rodney	24-005	5649 S.M52	48872	09 300 001	pd $48	mech +	gen
05-13-24 Flint, Matt	24-006	4047 Dietz	48895	29 400 012	pd $ 48	mech 🗁	gen
05-21-24 Miller, Steven	24-008	4912 Bell Oak	48892	23 200 010	pd $48	mech ☺	LP tank
05-21-24 Stamp, Jennifer	24-007	5445 Horstman	48895	17 200 024	pd $48	mech ☺	LP for gen
05-23-24 Forge, Doris	24-009	4519 Harris	48895	19 400 008	pd$48	mech ☺	AC/heat pump
06-18-24 June, Joshua	24-010	3248 Rowley	48895	32 400 008	pd$48	mech☺	propane tank
06-27-24 Shanks, Robert	24-011	4295 Rowley	48895	34 200 011	pd$48	mech.☺	AC/heat pump
07-18-24 Frenzel, Charles	24-012	4744 Dietz	48895	21 300 001	pd $48	mech.	rplc frplc/+ chmny%
08-12-24 Purvis, Scott	24-013	6180 S Lovejoy	48872	03 400 004	Pd $48	mech	line to gen%.

01-18-23 McKenzie, Rob	24-001	4437 Webberville	48892	27 200 015	pd $48	plumb.#	water heater
01-30-24 Riley, Ryan	24-002	3093 Moyer Rd	48895	29 100 009	pd $60(ref 12.)	plumb.#	sump pump
02-19-24 Merritt, Kyle	23-095	5353 Herrington	48892	13 200 022	pd $48 (rein.)	plumb	pipe system
02-19-24 Merritt, Kyle	23-095	5353 Herrington	48892	13 200 022	pd $48 (rein)	plumb	pipe system
03-26-24 Mitchell, Keith	24-003	4889 Herrington	48892	24 200 008	pd $48	plumb+	water heater
08-15-24 Luft, Nick	24-004	5695 M-52	48872	09 300 020	pd$48	plumb	

01-25-04 Bloom, Justin	24-001	5350 Bell Oak	48892	24 200 001	pd $48	elec	solar
02-27-24 Palmatier, Adam FNL	24-002	4309 Harris	48895	30 200 015	pd $48	elec.	200 amp/gen
03-06-24 Carroll, David FNL	24-003	6300 Corey Rd.	48872	02 200 008	pd $114	elec.	addition
03-11-24 Beckwith, Brad	24-005	4321 Jacobs Rd	48872	03 200 004	pd $48	elec.	gen
03-11-24 Stamp, Jennifer	24-004	5445 Horstman	48895	17 200 024	pd $48	elec.	200 amp/gen
03-26-24 Roger, Smith	24-006	3118 Rowley Rd	48895	32 300 014	pd $48	elec.+	undrgrnd to barn
03-28-24 Consumer's Ener	24-007	2753 Sherwood	48895	19 400 002	pd $48	elec.+	200 amp
03-28-24 Maple Front Prop	24-008	3558 Colby Rd	48872	09 100 001	pd $48	elec.+	200 amp
04-01-24 Anne Flint FNL4/24	24-009	4047 Dietz Rd	48895	29 400 012	pd $48	elec.+	gen
~~04-09-24 McElroy, Rod~~	~~24-010~~	~~5649 M-52~~	~~48872~~	~~09 300 001~~	~~$156~~	~~Elec.~~	
04-09-24 McElroy, Rod FNL 4/24	24-011	5649 M-52	48872	09 300 001	pd $156	elec.+	200 amp/frnace
05-02-24 Driver, MikeFNL5/24	24-013	5041 Corey Rd	48895	14 300 008	pd $114+18	elec.	
05-07-24 Meaton, Matt FNL5/24	24-012	4842 W. Colby	48872	11 200 009	pd $48	elec	part gen outlet
05-16-24 Driver, Tom	24-014	4828 Bell Oak	48892	23 200 014	pd $96+18	elec.	pool
05-30-24 Diederich, Scott	24-015	5378 Moyer	48895	25 400 018	pd $48	elec☺	meter box
08-06-24 Parisian, Scott	24- 016	4654 M-52	48895	21 400 004	pd $48	elec.	Panel upgrade%
08-15-24 Luft, Nick	24-017	5695 M-52	48872	09 300 020	pd $48	elec	400 amp service
08-14-24 Finch, Garrett	24-018	4761 W. Jacobs	48872	02 200 017	pd $48	elec.	Pole barn
08-22-24 Purvis, Scott	24-	6180 S. Lovejoy	48872	03 400 004	pd $48	elec.	Install gen.
08-27-24 Baldwin, Rick	24-019	6400 Boutell	48872	02 100 002	pd $48	elec	water heater