



# BURT TOWNSHIP BOARD

ALGER COUNTY  
P.O. BOX 430

GRAND MARAIS, MI 49839-0430  
906-494-2381

Fax: 906-494-2627

www.burttownship.com

Sheri Shafer, Supervisor  
Lori McShane, Clerk  
Tara Dongvillo, Treasurer

Louis Lundquist  
Deborah Lundquist  
Trustees

## Regular Meeting Tuesday, March 14, 2023 Community Center, 7:00 PM

### ZOOM LINK:

Call: 1-929-205 -6099 Meeting ID: 899 087 9895 then press #

Participant ID: Just press # when asked. Passcode: 1234 then press #

<https://us02web.zoom.us/j/8990879895?pwd=a2V2K0dBQS9pYndaeVRhVU1zVkNYUT09>

### AGENDA:

1. Call to Order, Pledge of Allegiance, Roll Call
2. Public Comment: (limit 2 mins. each)
3. Approve Agenda
4. Correspondence: none
5. Approve Minutes (02/23, 03/01, 03/08)
6. Dept. & Committee Reports
7. Appointments/Resignations: BOR - Jenkins
8. Supervisor Report
9. Treasurers Report & Approval of Bills
10. **PUBLIC BUDGET HEARING**

**Vote on recommendations and actions of the electorate at the Budget hearing if needed. Adoption of the 2023/24 budget (General Appropriation Act, Schedule of Meetings)**

#### 11. Unfinished Business:

- A. Planning Commission – Master Plan – March 23, 2023 ✓
- B. Bayshore Park ✓

#### 11. New Business:

- A. Pole Barn Lighting ✓
12. Other – Bathhouse bids extended to March 23, 2023
13. Public Comment (limit 2 mins each)
14. Adjournment

Signature of Township Clerk *Lori McShane*

Date and Time of Posting: **March 13, 2023 – 12:00 PM**

This notice is posted in compliance with PA 267 of 1976 as amended (Open Meetings Act), MCLA 41.72(2) (3) and the Americans with Disabilities Act (ADA).

Individuals with disabilities requiring auxiliary aids or services should contact the Burt Township Board by writing or calling the following: Burt Township Board, PO Box 430, Grand Marais, MI 49839, (906) 494-2381.

A copy of this notice is on file in the office of the clerk.

“The Township of Burt, Alger County is an Equal Opportunity Employer”

Arrangements for Americans with Disabilities can be made by calling the Township Office at the above number.



**Special Meeting of the Burt Township Board**  
**Wednesday, February 22, 2023**  
**Community Center, 1:00 PM**

DRAFT

**Attendance:** Sheri Shafer, Lori McShane, Lou Lundquist, Deb Lundquist and Tara Dongvillo.

**Agenda:** Motion by McShane, second by Dongvillo, to approve the agenda as written. 5 ayes

**Public Comments:**

**Unfinished Business:** none

**New Business:**

**DNR Surplus Land:** The DNR sent out a list of land they are putting up for disposal, offering to the township first before public auction. The township has until April 1, 2023, to respond. There are two parcels located in Burt Township, one off of Lowder Rd. near Towes Creek, and the other a 40-acre parcel by our airport. Maps of the properties were distributed and this will be addressed at our next meeting.

**2023-24 FISCAL YEAR BUDGET WORKSHOP:** This was the first review of the requested 22/23 budget. Discussion of COLA increases for full time employees, park improvements including a new bathhouse on the west end of the campground, possible new roof and siding on the pole barn, and siding on the community center, new siding on the medical center, and \$20,000 worth of sidewalk repair/replace. Fire Department is requesting a new brush truck and additional SCBA tanks and turnout gear.

**Other:**

**Public Comment:**

**Adjournment:** 2:40 PM

Respectfully submitted February 28, 2023

Lori McShane, Clerk



**Special Meeting of the Burt Township Board**  
**Wednesday, March 1, 2023**  
**Community Center, 1:00 PM**

DRAFT

**Attendance:** Sheri Shafer, Lori McShane, Lou Lundquist, Tara Dongvillo, and Deb Lundquist.

**Agenda:** Motion by McShane, second by Dongvillo, to approve the agenda with addition of Pump Solutions quote and Woodland Park laptop under new business item C&D. 5 ayes

**Public Comments:** none.

**Unfinished Business:**

**DNR Surplus Land:** The DNR sent out a list of land they are putting up for disposal, offering to the township first before public auction. The township has until April 1, 2023, to respond. There are two parcels located in Burt Township, one off of Lowder Rd. near Towes Creek, and the other a 40-acre parcel by our airport (where our rifle range currently operates). We do have an active 25-year lease with the DNR for the rifle range parcel, which means the DNR cannot offer this land for public auction if the township does not purchase. The cost is \$300 to initiate an appraisal for the purchase price. Motion by Lou Lundquist, second by Deb Lundquist, to respond with the \$300 fee to request the purchase price from the DNR. 5 ayes.

**Bayshore Park Plans/DNR Grant:** At this time the board has decided NOT to move forward with the plans to apply for a DNR grant this spring. One of the requirements for the DNR grant is to hold public hearings and garner public input, and the board does not feel there is sufficient public support at this time. We will continue the conversation to ensure the public is supportive of any plans for improvements to Bayshore Park and to look for alternate funding methods.

-Letter was received from Lisa Marks, forwarded to the board by Larry Shaffer, to be read into the record on this subject. The letter included the definition of a Master Plan and the responsibilities of the Planning Commission in creating the Master Plan and making decisions on zoning and development going forward. The letter pointed out concerns with the planning process, concerns with our consultant/contractor selection, concerns with the grant, and recommendations to the board about the process going forward. There was much discussion after the letter was read into the record, and it would be negligent of the township board to not address the false allegations included in this correspondence that was read into the public record, as requested, and encouraged to be distributed broadly and as publicly as possible.

- Quote from the letter: “Township leadership claim that plans for development of the bay shore and beach are in response to a 2020 Recreation Survey and Plan which was hastily developed at the behest of the Board in 2020 without a Master Plan in place. A Recreation Plan is necessary for consideration for many grants and the Board felt too many grant opportunities were being missed without a Recreation Plan – thus they advanced it prematurely – without an approved Master Plan and its related prioritization of projects and capital improvements plan and budgeting.”

*Township response: There was an approved Master plan in place that was created in 2013. Master Plans are for 10 years, so this one expires in 2023, hence why we are working on the new one. The recreation plan is addressed once every five years and the last one completed and approved by the PLANNING COMMISSION was submitted to the DNR in 2021 and is set to expire in 2025. Improvements to Bayshore Park are prioritized in both of these documents.*

- Quote from the letter: “The Planning Commission and community have invested greatly in the development of Burt Township’s Master Plan – including a \$20,000 payment to CUPPAD to assist in the process.”



*Township response: The contract with CUPPAD for the completion of the master plan is for \$10,000.00. (Please reference the minutes from July 13, 2021 regular board meeting) To date, nothing has been paid to CUPPAD as the master plan has not been completed.*

- Quote from the letter: “The Planning Commission has not been involved or requested to be involved in any aspect of the proposed bay shore, beach, and dune/hillside development, and they were not made aware of the Township’s intention to apply for the Michigan Natural Resources Trust Fund Grant. The contractor/consultant hired by the Township to develop landscape plans and apply for grant funding, Elise Cormier, has advanced all planning without the insight or leadership of key community members – and without the benefit of the Planning Commission proactively addressing concerns prior to public presentation and approval.”

*Township response: Elise Cormier has personally attended many planning commission meetings and met with CUPPAD representatives to ensure that everyone was aware of the Bayshore park plans and that they were incorporated into the master plan. Ms. Cormier has not done any planning or development without the township boards approval and has made great efforts to garner public input.*

- The letter alleges that the township has prematurely developed a plan without conducting comprehensive studies and not engaging the various governmental agencies for permits .  
*Township response: We have been discussing this project since August, 2022, as is referenced in approved board minutes. We have contacted various agencies for advice, but our plans have not advanced far enough to require permitting. We had a public meeting to talk about the ideas and plans created by the township leadership and our contractor Ms. Cormier, but nothing had been submitted. The township would never advance a project without proper involvement of the EGLE (proper name for the DEQ) and the health department as well as DNR, Army Corps, or anyone else that has a stake hold in the project.*
- Quote from the letter: “Elise Cormier, is being paid \$100 per hour as a consultant for grant writing and development of landscape planning. Elise was hired without a competitive bid process.”

*Township response: Excerpt from the minutes of August 9, 2022 regular meeting:*

*Smart Landscapes – Bayshore park grant application estimate: Motion by Shafer, second by McShane, to approve the level of effort estimate from Smart Landscapes for a concept design and assistance with DNR grant application for the improvements to the stairs going down the hill and an expanded parking area and new bathhouse, for a cost of \$3,450 (\$1,380 as an in-kind donation – net cost to township of \$2,070). 5 ayes.*

*Excerpt from our approved Township and Board Policies: Any purchase for goods or services exceeding a cost of \$1000.00 must require the department head to obtain as many quotes possible, or up to 3. A department head may request permission from the township board to waive the bidding requirements when there is only one known supplier or there is some other compelling reason to waive the bid procedures.*

- Quote from the letter: “Elise is also listed in the grant as the Prime Professional (prepares plans, reviews, selects and approves contractors etc.), as well as the subcontractor for design work.  
*Township response: No grant has even been initiated within the MiRecgrants portal, so Elise could not yet be listed as a Prime Professional. It is common practice to list your engineers and architects within the grant as prime professionals so they have access to upload additional documentation needed for the application.*
- Quote from the letter: “All Township board members must be present to make a change to a Township Meeting agenda. February 17th, 2023, Board Member Debbie Lundquist was absent. During this meeting there was no discussion of the grant, despite no change being made to the agenda. Instead, Elise presented the bay shore and beach development plan.

*Township response: Agenda for Friday, February 10<sup>th</sup>, special meeting stated: PUBLIC HEARING – DNR GRANT APPLICATION – BAYSHORE PARK. That is exactly what was discussed at that*



meeting, our intent to apply for a DNR grant for improvements to Bayshore Park, and presentation of those ideas. Please review the minutes from this February 10<sup>th</sup> meeting posted on our website.

- Quote from the letter: "This grant (Michigan Natural Resources Trust Fund Grant) defines the borders of the project – the bay shore and beach and dune/hillside and shoulder above the dune. The grant states that if approved the land defined in the project plan is put in "trust" with the Michigan Natural Resources Trust Fund and its future use and development will be determined by the Department of Natural Resources in perpetuity".

*Township response: Excerpt from the MNRTF Application Guidelines:*

*"LONG-TERM GRANT OBLIGATIONS Receiving MNRTF assistance commits the grantee to certain long-term responsibilities. These commitments include: • The land included in the boundary of the project site must remain open to public outdoor recreation use in perpetuity. This requirement pertains to both acquisition and development projects. • The grantee must maintain the site, including facilities constructed with grant assistance and any other facilities necessary for their use, such as entrance drives, parking, walkways, and restrooms. This includes access in compliance with the 2010 ADA Standards for Accessible Design. • All new projects must install a 12" x 18" MNRTF plaque from Rotary Multiforms, Inc. (unless a MNRTF recognition plaque already exists on site)."*

- Quote from the letter: DEQ closing the current bathhouse due to outdated septic systems and/or requiring raised drain fields on the beach with the improvement of the bathhouse restrooms and/or determining public restrooms are not allowed so close to the bay shore.

*Township response: The bathhouse on the beach in Bayshore park was never closed by the EGLE (correct name for the DEQ). This bathhouse was closed by the township board after recommendation from the Woodland Park manager due to lack of ventilation and black mold.*

- Quote from the letter: "A previous/recent grant and park development plan led by Elise Comier that included building finger docks along the bay at Coast Guard Point – won grant approval, but after receiving the grant the Township was told they cannot build docks along the fragile shoreline of the bay, and thus, the Township lost most of the grant funds."

*Township response: **NONE OF THE ABOVE PARAGRAPH IS TRUE.** There was never a grant application for finger docks and to imply the township lost "most" of the grant funds but kept the rest and never developed the project is reckless. **This is a made-up story!***

After the letter was read, a comment was made by Lisa Marks that there was a revised version sent to the board -- but this was received too late for presentation at this meeting.

This letter will be addressed at a later meeting if requested.

Please understand if the township decides to undergo any plans for a new bathhouse or additional parking, or any kind of improvements, we would do so completely within the rules of all government agencies.

And last of all, if you ever find your township board leadership concerning, please contact us, stop in the office, communicate and get the facts.

#### **New Business:**

**Community Center Furnace Replacement:** Motion by Lou Lundquist, second by Deb Lundquist, to approve the bid from Bowman Gas for a new furnace at the cost of \$2,830. 5 ayes.

**Fuel Pump Card Reader replacement:** Motion by McShane, second by Dongvillo, to approve the bid from Northwest Petroleum to replace the card reader at the gas pump with a pin pad fuel control system for a cost of \$7,740.00. 5 ayes.

**Pump Solutions:** Motion by Shafer, second by Deb Lundquist, to accept the bid from Pump Solutions to replace the two main pumps in the Woodland Park septic system, at a cost of \$45,000. 5 ayes.

**Woodland Park Laptop:** Motion by McShane, second by Lou Lundquist, to approve the purchase of a new laptop computer for the Woodland Park Manager at total cost of no more than \$1,200. 5 ayes.

**2023-24 FISCAL YEAR BUDGET WORKSHOP:** \*\*This was the second round of review for the requested 22/23 budget. Discussion of COLA increases for full time employees, park improvements including a new bathhouse on the west end, possible new roof and siding on the pole barn, and siding on the community center, new siding on the medical center, and \$20,000 worth of sidewalk repair/replace. Discussion regarding re-prioritizing park funds to have a professional review the status of the bathhouse on the beach. Also discussed possible funding options for a New Brush truck for the Fire Department and additional SCBA gear and an increase in tax revenue due to the assessments and an increase in water rates.

**Other:**

**Public Comment:** Toni Whaley suggested starting a campaign to ask for donations and raise funds for the necessary fire equipment. Mark Steinke suggested we get the health department to do a perk test on the septic for the bathroom down in Bayshore Park, and he also mentioned the Sportsman's Club may be interested in partnering with the township for the DNR surplus land where the rifle range is.

**Adjournment:** 3:15 PM

Respectfully submitted March 3, 2023

Lori McShane, Clerk

\*\*COPIES OF THE REQUESTED BUDGET WORKSHEET CAN BE PICKED UP AT THE TOWNSHIP OFFICE

\*\*Copies of any of the referenced agendas, minutes, or policies can be found on our website or picked up in the township office.



**Special Meeting of the Burt Township Board**  
**Wednesday, March 8, 2023**  
**Community Center, 1:00 PM**

DRAFT

**Attendance:** Sheri Shafer, Lori McShane, Lou Lundquist, Deb Lundquist and Tara Dongvillo.

**Agenda:** Motion by McShane, second by Dongvillo, to approve the agenda as written. 5 ayes

**Public Comments:**

**Unfinished Business:** none

**New Business:**

**2023-24 FISCAL YEAR BUDGET WORKSHOP:** This was the first review of the recommended 22/23 budget. Discussion of COLA increases for full time employees, Woodland park improvements including a new bathhouse on the west end of the campground, new roof and siding on the pole barn, - siding on the community center will be deferred to next year. New siding on the medical center, and \$20,000 worth of sidewalk repair/replace is included in this budget. Board will continue to investigate financing of the new brush truck for the fire department, but agreed to budget 35,000 for the downpayment this fiscal year. Much discussion regarding the planning commission and the Bayshore park improvement plans as well how to spend our ARPA funds. These changes will be reflected in the budget presented at the March 14, 2023 Public Budget Hearing.

**Other:**

**Public Comment:** none

**Adjournment:** 3:00 PM

Respectfully submitted March 14, 2023

Lori McShane, Clerk

## Burt Township Department Reports

### Assessing

Entered deeds, PREs and address changes. Responded to all phone calls and emails. Entered personal property information and finalized the 2023 database. Sent pre-March Board of Review reports to the County. Currently preparing written petitions for the upcoming Board of Review hearings as well as answering taxpayer inquiries from the assessment change notices that were sent out.

Derek Morrison, Assessor

### Fire

March 9 2023

Meeting called to order by Chief Ross at 1909.

Present: Mark Ward-Harbaum, Teagan Lawrence, Devin Lawrence, Karla Bowen, Jordan Dobberstein, Nick Paul, Troy Morgan, Michael Coles, Dale Ross, Shane Bugg.

Dale, Shane and Karla meet with the township to discuss the fire budget. Some things discussed was a 20% increase in pay for meetings, training and fire calls. A brush truck was also discussed and how to finance it. Also 4 SCBA's to be purchased,

All SCBA bottles have come back except one, but they do need to be filled. (Filled in training). The last tank is in Marquette. It will have to be recertified since this is the one that was over pressurized.

Dale thinks on April 1 the company is coming to hook up the new air system and give instructions on how to use it.

Karla and Teagan retrieved the containment system in the old air trailer. It is now in the garage at the old cascade system.

Firefighter's that have not completed the EVO class need to get it done. Need to get Michael and Nick to complete the Wildland Fire Components. All certificates need to be brought in so Karla can get them into personnel files. Michael needs to be measured for his turnout gear. He is the last one that needs it.

Training afterwards was on the old cascade system and bottles were filled.

Meeting adjourned at 2030.

### Library

\*I believe the work on the new wifi service is complete, but I am not sure. All I know is that it works fine in the library and the heritage center. Bravo; our "summers" will be pleased.

\*Every thing is FINE in the library and h.center, but I understand we will soon be getting a couple of new computers, which is great news-things will be "finer"! One will be placed here in the library-a much needed upgrade-and the other will go in to the prepared spot in the heritage center. We plan to install one of the genealogy sites on the new 'puter- to be utilized for family research. I believe there will be much use of this program here. And we are all set up in there for a new computer. We have tables and a copier and a computer desk already in place, so it's a GO as far as I am concerned.

\*Winter is rapidly coming to a close, and I can say it was uneventful here in the library. We did have some issues with slick icy spots in the front parking lot, but those were promptly salted or sanded. No accidents to report! I am now reporting that status of things at the C. Center at large to the new park manager and he is quite responsive to my requests for help. "Thank you Mr. Manager".



## Burt Township Department Reports

\*Our Inter-library loan program continues to work well. Our supplier-the Munising Library-is quite reliable and sends new books to circulate promptly every two weeks (delivered on Friday afternoons by Altran). This is a popular service with our patrons here and the more they use-and see how well it works-"the more they use it". And I have been scoring "100%" on my book returns too. No more lost books for this librarian!

\*The UP 200 came and went-mostly went, as it wasn't held this year because of the inclement weather. But the events organizers in this community promptly sprang in to action with a back up plan for food and all kinds of events. "Stellar work folks"! And a heckuva turnout of fest goers, even without the doggy race! Looks like that will turn in to a regular winter fest for the town. Bravo to all!

\*Friends of the Library account remains at 952.61. We will add to that in the spring as soon as the seasonals and campers start arriving and buying used books.

That's it for this month's library report. Let's get the summer season underway!

Roger Pilon, Librarian

### **Woodland Park & Marina**

Closed for the season!

### **Public Works**

- Snow removal as needed at the township offices, park office, medical center, community center, emergency services building, fuel system, water storage tank and a new addition this year is the recycling containers that are no longer inside the recreation pole building. The recycling containers have been relocated to inside the baseball field area.
- Ice rink has been completed and is in use. We continue to maintain it as needed with help from volunteers. I don't expect the ice to be usable beyond March with warming daytime temps and more sun warming up the brown metal building.
- Assisted the park manager and worked with Bowman Gas company to replace the 21-year-old #2 furnace in the community center under the library.
- Township basement office at the township offices has had its drop ceiling repaired, new basement window boxes and trim made. Drywall and trim were repaired where old shelving was located. Entire room was primed and repainted. New LED lighting installed in the drop ceiling. Concrete floor was cleaned up and repainted. We will be building a small permanent desk area that can be used as a computer desk but continue to allow the flexibility of multiuse. The office is currently used by multiple people like the auditor but may become a permanent office for someone in the future like it was previously.

### **Water Department**

- 125 kw generator that runs the water system and the emergency services building had a new coolant block heater and circulating pump replaced that failed.
- The large format business account water meters (1-1/2" and larger) have reached the end of their life span. We will need to rebuild or completely replace these 11 water meters soon. We have replaced 3 of these water meters so far but we are still waiting on the rest of the replacements for them. I'm told they are backordered 16-20 weeks out currently. We are still waiting on more meters to be delivered.
- A new monitoring schedule has been received from the state (EGLE). I will be working on the new sampling schedule that is required for the 2023 season. The majority of the samples are for monitoring the quality of the water from our source water at the #2 & #3 wells. We will be testing for PFAS, carbamates, herbicides, pesticides, volatile organic compounds and various other types of sampling that are all routine. The schedules for each sample are mandated by the EPA and enforced by the state (EGLE). Frequency of the sampling for each is anywhere from monthly all the way to 1/9 years depending on the regulations. All the sampling results are public information and included on the consumer confidence report.
- Cross connection annual report has been completed. I will be working on the new consumer confidence report for the results of 2022 which is due by July 1<sup>st</sup>.

## Burt Township Department Reports

- The district engineer from the state of Michigan (EGLE) did an on-site sanitary survey/inspection. A sanitary survey is meant to identify problems which may affect the safety of the water. The survey is based on a physical inspection of the water system and how the system is operated and maintained. Sanitary surveys are an important tool for assuring that drinking water is made safe. They cover everything from the distribution system, pumps, monitoring, operations, management, operations, operator compliance, security, financials and water storage. Amy Douville, the district engineer will submit a follow up report on her findings but she was very pleased with how things have been maintained throughout the water system. I do not expect to have any deficiencies or recommendations from her this year.
- Monthly water meter reading for billing customers. Trouble shooting accounts that don't read properly due to damage or technical problems with meters/billing system.



03/13/2023 03:44 PM

User: LORI

DB: Burt Township

INVOICE APPROVAL BY INVOICE REPORT FOR BURT TOWNSHIP

INVOICE ENTRY DATES 03/10/2021 - 03/15/2023

BOTH JOURNALIZED AND UNJOURNALIZED

OPEN

Vendor Code	Vendor Name	Description	Amount
	Invoice		
006	AIRGAS USA, LLC		
	9994982056	ACETYLENE/OXYGEN CYL RENTAL	63.86
	9994982057	OXYGEN TANK RENTAL	102.56
TOTAL FOR: AIRGAS USA, LLC			166.42
MISC	AL LARSEN/CREEKSIDE GARAGE		
	314792	TRUCK WIRING FOR TRAILER	139.00
TOTAL FOR: AL LARSEN/CREEKSIDE GARAGE			139.00
010	ALGER- DELTA COOPERATIVE ELECTRIC A		
	FEB ELECTRIC US FEBRUARY ELECTRIC USAGE		3,361.21
TOTAL FOR: ALGER- DELTA COOPERATIVE ELECTRIC A			3,361.21
050	BOWMAN GAS & OIL CO.		
	ACCT 00116	PROPANE USAGE OFFICES	453.47
	ACCT 002723	PROPANE USAGE PARK	318.62
	ACCT 00513	PROPANE USAGE COMM CTR	811.37
	ACCT 00514	PROPANE UISAGE WATER	574.49
	ACCT 006587	PROPANE USAGE MED CENTER	681.22
	ACCT00393	PROPANE DPW FIRE BARN	779.92
TOTAL FOR: BOWMAN GAS & OIL CO.			3,619.09
058	BURT TOWNSHIP FUEL SYSTEM		
	F010123-2	FUEL USAGE DEC 2022	934.02
TOTAL FOR: BURT TOWNSHIP FUEL SYSTEM			934.02
MISC	CITY SALES AND SERVICE		
	2023-44447	FIRE TRUCK MAINTENANCE	270.00
TOTAL FOR: CITY SALES AND SERVICE			270.00
086	DELUXE BUSINESS CHECKS		
	9000086767	TAX ACCOUNT CHECKS	421.76
TOTAL FOR: DELUXE BUSINESS CHECKS			421.76
113	FOX RIVER AUTO		
	488136	15W40 WOLFHEAD GALLON	207.12
TOTAL FOR: FOX RIVER AUTO			207.12
599	GFL ENVIROMENTAL		
	T30000051534	FEES - ROLL OFF	10.95
TOTAL FOR: GFL ENVIROMENTAL			10.95
418	GRAINGER		
	9600393780	BEACON LIGHTS	140.16
	9619170229	MIKSC PARTS FOR OFFICE BASEMENT	34.43
	9621016634	LINEAR BULB	70.32
	9621396671	ELECTRONIC LOCK FOR COMM CTR	246.84
TOTAL FOR: GRAINGER			491.75
139	HIAWATHA TELEPHONE		
	1549372	PHONE USAGE FEBRUARY	638.63
TOTAL FOR: HIAWATHA TELEPHONE			638.63

03/13/2023 03:44 PM  
User: LORI  
DB: Burt Township

INVOICE APPROVAL BY INVOICE REPORT FOR BURT TOWNSHIP  
INVOICE ENTRY DATES 03/10/2021 - 03/15/2023  
BOTH JOURNALIZED AND UNJOURNALIZED  
OPEN

Vendor Code	Vendor Name	Description	Amount
143	HITCHING POST ELECTRIC		
	02/28/2023	NEW COMPRESSOR OUTLET FIRE DEPT	284.79
TOTAL FOR: HITCHING POST ELECTRIC			284.79
163	LAMMI FIRE PROTECTION		
	23251	FIRE EXTINGUISHERS ANNUAL MAINTENANCE	362.25
	23252	2.5LB TO 20LB STORE/PRESS ANNUAL MAINTENANCE	153.25
	23254	FIRE EXTINGUISHER ANNUAL	19.50
	23255	FIRE EXTINGUISHER ANNUAL	21.50
	23257	FIRE EXTINGUISHER ANNUAL	45.75
TOTAL FOR: LAMMI FIRE PROTECTION			602.25
175	MANISTIQUE OIL		
	026821	PREMIUM UNLEAD DEL 03/09 3.80/GAL 1137 GALL	4,322.50
	026822	DIESEL DELIVERY 03/09 3.54/GAL 3000 GALLONS	10,620.00
TOTAL FOR: MANISTIQUE OIL			14,942.50
263	QUILL CORPORATION		
	30970224	PAPER TOWEL ROLLS	35.99
TOTAL FOR: QUILL CORPORATION			35.99
299	SH GRAND MARAIS		
	3527	VARIOUS	229.76
TOTAL FOR: SH GRAND MARAIS			229.76
604	STANDARD INSURANCE COMPANY		
	006429460149	LIFE INSURANCE PREMIUM	145.70
TOTAL FOR: STANDARD INSURANCE COMPANY			145.70
306	TECK SOLUTIONS, INC.		
	27368	SSL 2 YR VPN BURTTOWNSHIP.COM	199.98
TOTAL FOR: TECK SOLUTIONS, INC.			199.98
607	THE OFFICE PLANNING GROUP		
	INV78750	TONERS - ALL COLORS	1,018.66
TOTAL FOR: THE OFFICE PLANNING GROUP			1,018.66
523	U.P. ENERGY SYSTEMS LLC		
	2911	GENERATOR SERVICE WATER	829.00
TOTAL FOR: U.P. ENERGY SYSTEMS LLC			829.00
331	VERIZON WIRELESS		
	9928581069	CELL PHONE FEBRUARY	228.38
TOTAL FOR: VERIZON WIRELESS			228.38
336	WATER DEPARTMENT		
	ACCT 0307	WATER BILLS FEB USAGE	1,737.41
TOTAL FOR: WATER DEPARTMENT			1,737.41
341	WHITE WATER ASSOCIATES, INC.		
	5810	WATER ANALYSIS	60.00
	6024	WATER ANALYSIS	60.00
TOTAL FOR: WHITE WATER ASSOCIATES, INC.			120.00



03/13/2023 03:44 PM

User: LORI

DB: Burt Township

INVOICE APPROVAL BY INVOICE REPORT FOR BURT TOWNSHIP

INVOICE ENTRY DATES 03/10/2021 - 03/15/2023

BOTH JOURNALIZED AND UNJOURNALIZED

OPEN

Vendor Code	Vendor Name	Description	Amount
	Invoice		
<hr/>			
TOTAL - ALL VENDORS			30,634.37
<b>FUND TOTALS:</b>			
Fund 101	- GENERAL FUND		2,399.12
Fund 206	- FIRE FUND		1,863.33
Fund 246	- TOWNSHIP IMPROVEMENT FUND		2,452.93
Fund 291	- MEDICAL CENTER		890.58
Fund 505	- AMBULANCE FUND		431.90
Fund 508	- PARK/ RECREATION FUND		4,206.67
Fund 585	- FUEL		15,036.24
Fund 591	- WATER FUND		3,089.31
Fund 594	- MARINA		264.29

Check Date	Bank	Check	App	Vendor	Vendor Name	Description	Amount
02/17/2023	DEBIT	1121	AP	568	CARROT TOP INDUSTRIES	FLAGS	1,476.24
02/17/2023	DEBIT	1124	AP	023	AMAZON.COM	UTILITY STORAGE CABINET - HEATHER	242.69
02/23/2023	DEBIT	1117	AP	255	POSTMASTER, GRAND MARAIS	ASSESSMENT STAMPS	756.00
02/24/2023	DEBIT	1118	AP	255	POSTMASTER, GRAND MARAIS	BCBS	10.20
02/27/2023	DEBIT	1113	AP	050	BOWMAN GAS & OIL CO.	COMMCRFURNACE DOWN PAYMENT	1,415.00
02/28/2023	DEBIT	1116	AP	MISC	ZOOM	ZOOM YEARLY MEMBERSHIP	149.90
03/02/2023	DEBIT	1125	AP	023	AMAZON.COM	LAPTOP COMPUTER FOR WOODLAND PARK MANAGE	1,193.01
03/03/2023	DEBIT	1114	AP	MISC	LIVE ACTION	BATTERY FOR EMERGENCY SHELTER AED	128.99
03/03/2023	DEBIT	1130	AP	023	AMAZON.COM	D CELL BATTERIES	22.99
03/06/2023	DEBIT	1131	AP	023	AMAZON.COM	893MAX REMOTE LIFTMASTER GARAGE DOOR OPE	89.32
03/07/2023	DEBIT	1129	AP	388	PRINTING SYSTEMS, INC	WATER BILL POSTCARDS	226.36
03/07/2023	DEBIT	1115	AP	023	AMAZON.COM	TRAIL CAMERA - GARBAGE	84.79
03/07/2023	DEBIT	1128	AP	244	PEOPLES STATE BANK OF MUNISING	MONTHLY ONLINE BANKING FEES	46.15
03/10/2023	DEBIT	1132	AP	023	AMAZON.COM	UNDERDESK PENCILDRAWER	35.50
03/10/2023	DEBIT	1133	AP	023	AMAZON.COM	MEMORY CARD - TRAIL CAM	39.99

Total of 15 Disbursements: 5,917.13

Bank GEN GENERAL CHECKING

Check Date	Bank	Check	App	Vendor	Vendor Name	Description	Amount
02/15/2023	GEN	12916	AP	006	AIRGAS USA, LLC	OXYGEN TANK RENTAL	742.85
02/15/2023	GEN	12917	AP	010	ALGER- DELTA COOPERATIVE ELECTRIC A	JANUARY 2023 ELECTRIC USAGE	3,242.26
02/15/2023	GEN	12918	AP	050	BOWMAN GAS & OIL CO.	PROPANE USAGE MED CENTER	3,697.16
02/15/2023	GEN	12919	AP	055	BS&A SOFTWARE	ANNUAL SERVICE SUPPORT FEE	2,035.00
02/15/2023	GEN	12920	AP	058	BURT TOWNSHIP FUEL SYSTEM	FUEL USAGE JAN 2023	686.94
02/15/2023	GEN	12921	AP	101	ETNA SUPPLY	NEW METER FOR BAYVIEW CONDOS	1,286.35
02/15/2023	GEN	12922	AP	113	FOX RIVER AUTO	AIR FILTER FUEL FILTER	115.18
02/15/2023	GEN	12923	AP	599	GFL ENVIRONMENTAL	FINAL PULL - CLEAN UP DAYS	626.83
02/15/2023	GEN	12924	AP	118	GINOP SALES INC.	F3990 TTE ROD	498.74
02/15/2023	GEN	12925	AP	418	GRAINGER	HINGE AND CLICK LOCK	287.15
02/15/2023	GEN	12926	AP	490	GRAND MARAIS PILOT	PUBLISHING LOCAL PAPER JULY THROUGH DECE	1,867.07
02/15/2023	GEN	12927	AP	139	HIAMATHA TELEPHONE	ACCT 00049677-9 PHONE AND INTERNET	813.03
02/15/2023	GEN	12928	AP	517	KELLEY MARKETING	HOSTING AND MAINTENANCE	450.00
02/15/2023	GEN	12929	AP	163	LAMMT FIRE PROTECTION	COMMUNITY CENTER ANSEL SYSTEM PRESSURE	182.00
02/15/2023	GEN	12930	AP	624	MACQUEEN EQUIPMENT	SCBA AIR COMPRESSOR	33,535.00
02/15/2023	GEN	12931	AP	175	MANISTIQUE OIL	DIESEL DELIVERY 3.89/GAL	16,761.32
02/15/2023	GEN	12933	AP	533	MEMBERRY NEWS	2023 SUBSCRIPTION	52.50
02/15/2023	GEN	12934	AP	299	SH GRAND MARAIS	VARIOUS	172.91
02/15/2023	GEN	12935	AP	604	STANDARD INSURANCE COMPANY	MONTHLY LIFE INSURANCE PREMIUM FEBRUARY	172.91
02/15/2023	GEN	12936	AP	306	TECK SOLUTIONS, INC.	LABOR AND CONSULTING	72.85
02/15/2023	GEN	12937	AP	333	UP ENGINEERS & ARCHITECTS, INC.	WOODLAND PARK SHOWER BUILDING	108.75
02/15/2023	GEN	12939	AP	336	WATER DEPARTMENT	JAN 2023 WATER USAGE	5,405.50
02/15/2023	GEN	12940	AP	341	WHITE WATER ASSOCIATES, INC.	WATER ANALYSIS	1,737.41
02/15/2023	GEN	12941	AP	578	ZELLAR SANITATION	GARBAGE	60.00
02/15/2023	GEN	12942	AP	163	LAMMI FIRE PROTECTION	2.5LB PRESS ANNUAL MAINTENANCE/FUEL SYST	930.00
02/15/2023	GEN	1380(E)	AP	242	PAYROLL ACCOUNT	PP 1.29.23-2.11.23 PD 2.17.23	19.50
02/15/2023	GEN	12932	AP	389	MISS DIG SYSTEM, INC.	MEMBERSHIP FEE	15,716.77
02/15/2023	GEN	12938	AP	331	TRAVELERS	WIRELESS PHONE	815.41
02/15/2023	GEN	1385(E)	AP	580	TRAVELERS	WORKMANS COMP POLICY PAYMENT	223.38
02/23/2023	GEN	12943	AP	033	BAILEY, LOUIS	FIRE DEPARTMENT SUPPLIES	1,708.00
02/23/2023	GEN	12944	AP	497	BLUE CROSS BLUE SHIELD OF MICHIGAN	LIGHTS SAFET	185.36
02/24/2023	GEN	1381(E)	AP	242	PAYROLL ACCOUNT	HEALTH INSURANCE MARCH2023	4,351.70
03/01/2023	GEN	1382(E)	AP	242	PAYROLL ACCOUNT	PP ENDS 02/28 - PAYDAY 02/28/23	4,476.43
03/03/2023	GEN	1384(E)	AP	584	CARD CONNECT	PP ENDS 2/25 PD 3/3	15,650.64
03/08/2023	GEN	12945	AP	020	ALGER COUNTY TREASURER	CREDIT CARD FEES - CAMSPOT	5,398.73
						2022 TAX PAYMENTS FORWARDED TO COUNTY FO	1,149.12



Check Date	Bank	Check	App	Vendor	Vendor Name	Description	Amount
03/10/2023	GEN	12946	AP	MISC	CASHIER'S OFFICE	APPLICATION FEE - SURPLUS LAND	300.00
03/10/2023	GEN	1383(E)	AP	451	CASH/DEBIT CARD	REIMBURSE DEBIT CARD 03/10/2023	8,791.90

Total of 37 Disbursements: 134,153.74

Bank PR CK PAYROLL CHECKING

02/17/2023	PR CK	DD1893(A)	PR	024	LUNDQUIST, PAMELA		39.65
02/17/2023	PR CK	DD1894(A)	PR	007	BONTRAGER, CAROLYN		80.16
02/17/2023	PR CK	DD1895(A)	PR	063	WILSON, SUSANN		107.93
02/17/2023	PR CK	DD1896(A)	PR	114	Pilon, Roger		481.90
02/17/2023	PR CK	DD1897(A)	PR	048	WIETING, LAUREN		751.37
02/17/2023	PR CK	DD1898(A)	PR	072	DONGVILLO, TARA		777.85
02/17/2023	PR CK	DD1899(A)	PR	083	SHAFFER, SHERI		779.99
02/17/2023	PR CK	DD1900(A)	PR	156	Dobberstein, Heather		881.51
02/17/2023	PR CK	DD1901(A)	PR	137	Morrison, Derek		968.72
02/17/2023	PR CK	DD1902(A)	PR	102	McShane, Lori		998.16
02/17/2023	PR CK	DD1903(A)	PR	119	Beek, Lee		1,252.33
02/17/2023	PR CK	DD1904(A)	PR	125	Warner, Joshua		1,373.14
02/17/2023	PR CK	DD1905(A)	PR	005	BECK, MICHAEL		1,993.26
02/17/2023	PR CK	EFT1133(E)	PR	FEDERAL	EFTPS		3,290.34
02/17/2023	PR CK	EFT1134(E)	PR	MERS	MERS		1,106.15
02/17/2023	PR CK	EFT1135(E)	PR	STATE OF	MICHIGAN DEPARTMENT OF TREASURY		634.31
02/24/2023	PR CK	EFT1143(E)	PR	PSB-HSA	PEOPLES - HSA		200.00
02/28/2023	PR CK	DD1906(A)	PR	145	McClamma, Dawson		130.59
02/28/2023	PR CK	DD1907(A)	PR	152	ROSS, JESSE		39.65
02/28/2023	PR CK	DD1908(A)	PR	179	LAWRENCE, DEVIN		39.65
02/28/2023	PR CK	DD1909(A)	PR	180	PAUL, NICHOLAS		39.65
02/28/2023	PR CK	DD1910(A)	PR	115	Weaver, Dennis		41.56
02/28/2023	PR CK	DD1911(A)	PR	107	Coles-Desmond, Michael		57.27
02/28/2023	PR CK	DD1912(A)	PR	157	DOBBERSTEIN, JORDAN		57.27
02/28/2023	PR CK	DD1913(A)	PR	188	WARD-HARBAUM, MARK		215.85
02/28/2023	PR CK	DD1914(A)	PR	008	BUGG, SHANE		220.25
02/28/2023	PR CK	DD1915(A)	PR	054	BOWEN, KARLA		226.26
02/28/2023	PR CK	DD1916(A)	PR	187	MORGAN, TROY		264.84
02/28/2023	PR CK	DD1917(A)	PR	178	LAWRENCE, TEAGAN		269.25
02/28/2023	PR CK	DD1918(A)	PR	159	LUNDQUIST, LOUIS		367.08
02/28/2023	PR CK	DD1919(A)	PR	036	ROSS, DALE		383.26
02/28/2023	PR CK	DD1920(A)	PR	096	LUNDQUIST, DEBORAH		384.79
02/28/2023	PR CK	DD1921(A)	PR	108	McShane, Calvin		1,019.99
02/28/2023	PR CK	DD1922(A)	PR	FEDERAL	EFTPS		725.17
02/28/2023	PR CK	DD1923(A)	PR	STATE OF	MICHIGAN DEPARTMENT OF TREASURY		124.64
02/28/2023	PR CK	DD1924(A)	PR	007	BONTRAGER, CAROLYN		37.00
02/28/2023	PR CK	DD1925(A)	PR	063	WILSON, SUSANN		107.91
02/28/2023	PR CK	DD1926(A)	PR	114	Pilon, Roger		481.89
02/28/2023	PR CK	DD1927(A)	PR	048	WIETING, LAUREN		751.36
02/28/2023	PR CK	DD1928(A)	PR	072	DONGVILLO, TARA		777.86
02/28/2023	PR CK	DD1929(A)	PR	083	SHAFFER, SHERI		779.98
02/28/2023	PR CK	DD1930(A)	PR	156	Dobberstein, Heather		903.87
02/28/2023	PR CK	DD1931(A)	PR	137	Morrison, Derek		968.70
02/28/2023	PR CK	DD1932(A)	PR	102	McShane, Lori		998.15
02/28/2023	PR CK	DD1933(A)	PR	119	Beek, Lee		1,252.32
02/28/2023	PR CK	DD1934(A)	PR	125	Warner, Joshua		1,373.16
02/28/2023	PR CK	DD1935(A)	PR	005	BECK, MICHAEL		1,993.24
02/28/2023	PR CK	DD1936(A)	PR	FEDERAL	EFTPS		3,284.38
02/28/2023	PR CK	DD1937(A)	PR	MERS	MERS		1,109.25
02/28/2023	PR CK	DD1938(A)	PR	STATE OF	MICHIGAN DEPARTMENT OF TREASURY		631.57
02/28/2023	PR CK	DD1939(A)	PR				
02/28/2023	PR CK	DD1940(A)	PR				

Check Date	Bank	Check	App	Vendor	Vendor Name	Description	Amount
------------	------	-------	-----	--------	-------------	-------------	--------

Total of 51 Disbursements: 35,974.43

Check Date	Bank	Check	App	Vendor	Vendor Name	Description	Amount
03/03/2023	PR CK	EFT1142(E)	PR	PSB-HSA	PEOPLES - HSA		200.00
Bank TAX TAX FUND							
02/15/2023	TAX	3443	AP	565	ALGER COUNTY LAND BANK	2022 TAX DISBURSEMENTS W2223-W2230	486.11
02/15/2023	TAX	3444	AP	020	ALGER COUNTY TREASURER	DNR PILOT WINTER -W2230	565.83
02/15/2023	TAX	3445	AP	020	ALGER COUNTY TREASURER	2022 TAX DISBURSEMENTS W2223-W2230	141,971.28
02/15/2023	TAX	3446	AP	564	ALTRAN	2022 TAX DISBURSEMENTS W2223-W2230	8,228.77
02/15/2023	TAX	3447	AP	059	BURT TOWNSHIP SCHOOLS	2022 TAX DISBURSEMENTS W2223-W2230	4,433.65
02/15/2023	TAX	3448	AP	117	GENERAL FUND	2022 TAX DISBURSEMENTS W2223-W2230	100,485.29
02/15/2023	TAX	3450	AP	354	MARESA	2022 TAX DISBURSEMENTS W2223-W2230	800.68
02/15/2023	TAX	3449	AP	MISC	HULST DOUGLAS L & CHERYL L	2022 Win Tax Refund 002-105-027-00	2.00
02/15/2023	TAX	3451	AP	MISC	MATSON TIMOTHY A	2022 Sum Tax Refund 002-475-008-00	150.13
02/15/2023	TAX	3452	AP	MISC	WERY ROBERT W ETAL	2022 Win Tax Refund 002-600-001-00	415.66
03/03/2023	TAX	3453	AP	020	ALGER COUNTY TREASURER	2022 TAX DISB W2231-W2237 S2241+S2243	55,671.51
03/03/2023	TAX	3454	AP	564	ALTRAN	2022 TAX DISB W2231-W2237 S2241+S2243	9,282.69
03/03/2023	TAX	3455	AP	059	BURT TOWNSHIP SCHOOLS	2022 TAX DISB W2231-W2237 S2241+S2243	1,448.78
03/03/2023	TAX	3456	AP	MISC	CORE IOGIC	2022 Win Tax Refund 002-580-009-00	55.26
03/03/2023	TAX	3457	AP	MISC	GENERAL FUND	2022 TAX DISBURSE W2231-W2237 S2241-S22	112,284.29
03/03/2023	TAX	3458	AP	354	MARESA	2022 TAX DISB W2231-W2237 S2241+S2243	398.75
03/03/2023	TAX	3459	AP	MISC	TREPPA ALLAN R & PAMELA A	2022 Win Tax Refund 002-106-061-00	80.00

Total of 17 Disbursements: 436,760.68

Report Total of 120 Disbursements: 612,805.98



# BURT TOWNSHIP TREASURER'S REPORT

March 14, 2023

Account Name	Fund	Balance as of 02/28/23	Deposits since	Checks since	Balance as of 03/09/23	Outstanding Bills To be Paid	Anticipated Remaining Funds	Notes
General Fund	101	172,048.72	31,221.17	8,677.35	194,592.54	2,399.12	192,193.42	101 000-001.000
Fire Protection	206	33,440.94	18,840.67	-	52,281.61	1,863.33	50,418.28	206 000-001.000
Harbor Fund	220	77,962.25	3,166.25	-	81,128.50	-	81,128.50	220 000-001.000
Township Improvement	246	103,596.96	37,570.16	3,221.38	137,945.74	2,452.93	135,492.81	246 000-001.000
Roads	247	166,342.20	18,913.04	-	185,255.24	-	185,255.24	246 000-002.000
Beach Access	255	7,144.73	3.90	-	7,148.63	-	7,148.63	255 000-001.000
Medical Facility	291	21,249.57	11.60	-	21,261.17	890.58	20,370.59	291 000-001.000
Ambulance Corps	505	102,220.86	6,307.18	-	108,528.04	431.90	108,096.14	505 000-001.000
Park Fund	508	272,078.04	6,511.30	7,711.03	270,878.31	4,206.67	266,671.64	508 000-001.000
Fuel System	585	36,776.77	2,373.05	-	39,149.82	15,036.24	24,113.58	585 000-001.000
Water Receiving	591	50,612.34	3,416.73	2,588.73	51,440.34	3,089.31	48,351.03	591 000-001.000
Marina	594	54,312.42	29.63	-	54,342.05	264.29	54,077.76	594 000-001.000
Water-Bond Redemption/Reserve	591	135,176.27	77.77	-	135,254.04	-	135,254.04	591 000-005.000
Water-Repair, Replace & Impr	591	73,201.24	42.11	-	73,243.35	-	73,243.35	591 000-001.004
Arpa Savings Account	101	51,700.92	-	-	51,700.92	-	51,700.92	101-000-001.003
<b>TOTALS:</b>					<b>1,464,150.30</b>		<b>1,433,515.93</b>	
Below Accounts are "Pass-Through" accounts and their activity is included in the above transactions so they are not included in the totals.								
Tax Account	701	116,143.43	65,446.79	179,221.28	2,368.94	-	2,368.94	701-000-001.000
Payroll Account	All	6,135.03	15,653.05	20,327.07	1,461.01	-	1,461.01	101-000-001.001
Debit Card Account	All	3,225.10	-	1,941.51	1,283.59	-	1,283.59	101-000-001.010
<b>CD'S</b>			<b>Value</b>		<b>Terms</b>	<b>Interest Rate</b>		
Water Department	591	19179-4190517	156,676.42	2/22/2025	36 mths	0.85		591-000-003.014
Water RRI	591	4,195,788.00	101,285.32	7/22/2026	60 mths	0.85		591-000-003.012
Fire Department	206	790-0031027	47,249.47	4/10/2023	60 mths	1.49		206-000-003.001
Fire Department	206	102105071	66,734.05	1/24/2024	36 mths	1.74		206-000-003.015
<b>TOTAL VALUE OF CD'S</b>			<b>371,945.26</b>				<b>1,805,461.19</b>	