

**BINGHAM TOWNSHIP
REGULAR BOARD MEETING AGENDA**

December 21, 2020 7pm

By Phone: (929)205-6099 US(New York)

ZOOM MEETING ID: 842 5963 4955 PASS CODE: 436103

<https://us02web.zoom.us/j/84259634955?pwd=UGVjYVoyZ3RDUEExTRzJCM2VueWpwUT09>

- 1. CALL TO ORDER**
- 2. ROLL CALL**
- 3. PLEDGE OF ALLEGIANCE**
- 4. AGENDA APPROVAL**
- 5. CONFLICT OF INTEREST**
- 6. APPROVAL OF November 16, 2020 MEETING MINUTES**
- 7. PUBLIC COMMENT**
- 8. OLD BUSINESS**
- 9. NEW BUSINESS**
 - a. New Officials Training
 - b. School Choice Week Proclamation
 - c. Board of Review Appointments
- 10. COMMITTEE, STAFF AND OFFICER REPORTS**
 - a. Parks and Recreation Committee – Tree Quotes
 - b. Building & Grounds Committee
 - c. Cemetery Committee
 - d. Zoning Administrator
 - e. Planning Commission
 - f. Fire Authority (documents emailed)
 - g. Assessor’s Quarterly Report (Jan/Apr/Jul/Oct)
 - h. Treasurer-TBA ISD Agreement to Collect Taxes & Draft Audit Report
 - i. Trustee
 - j. Clerk
 - i. Vendor & Payroll Reports
 - k. Supervisor
- 11. PUBLIC COMMENTS AND ANNOUNCEMENTS**
- 12. ADJOURNMENT**

DRAFT
BINGHAM TOWNSHIP
REGULAR BOARD MEETING MINUTES
NOVEMBER 16, 2020

1. CALL MEETING TO ORDER

Supervisor Werner called the Bingham Township Regular Board Meeting to order on Monday, November 16, 2020, at 7:00 p.m. at the Bingham Township Hall, 7171 Center Hwy., Traverse City, MI. via zoom meeting.

2. ROLL CALL- QUORUM PRESENT

Present: Midge Werner, Kathy Morio, Sandra Grant, Brad Saxton

Absent and excused: Vacancy

Staff Present: Recording Secretary, Marge Johnson; Steve Patmore, Zon. Admin.

Guests Present:

3. PLEDGE OF ALLEGIANCE

4. AGENDA APPROVAL

Sandra Grant/moved, Brad Saxton/supported, to approve the agenda as presented, Passed.

5. CONFLICT OF INTEREST

None shown

6. APPROVAL OF MEETING MINUTES – Oct. 16, 2020

Sandra Grant/moved, Kathy Morio/supported, to accept the October 16, 2020 Minutes as presented, passed.

7. PUBLIC COMMENT

None

8. OLD BUSINESS

None.

9. NEW BUSINESS

a. 2021 Board Meeting Dates

2021 Board Meeting Dates were submitted for approval.

Midge Werner/moved, Sandra Grant/supported, to approve the 2021 Board Meeting Dates as submitted, PASSED.

b. Amend Budget to include line item for Short Term Rentals

Sandra Grant presented a budget amendment to include line item for Short Term Rentals.

Sandra Grant said we will not put money in the cost centers right now, so we don't have to hold a special meeting. Looking to see how they end up at the end of this fiscal year.

Looking at putting a line item at 101-720, Township Board, for short term rental, Host Compliance, and 101-721 for the short term rental administrator, and add income for short term rentals and land use permits are in the 470's, so 474 under income could be short term rental permits. 101-721 is going to be short term rental, for the short term administrator. Looked at setting a fee for the short term administrator, have 30 STR applicants, with \$300, that's \$9,000. Host Compliance is going to be around \$6,000, set the short term administrator fee at \$100 per short term rental application. Will look at that when do the budget in June 2021 for July 2021 budget year.

Sandra Grant/moved, Midge Werner/supported, to put in under Expenses line item 101-720 Short Term Rental for Host Compliance, and 101-721 for short term administrator, and under Income, 474, Short Term Rental Permits. Motion passed.

Sandra Grant/moved, Kathy Morio/supported, to set the fee for the Short Term Rental Administrator to be \$100.00 for a short term rental application received. Motion passed.

Steve Patmore said November 5th was the first day applications were being received. We had 24 permits the first day since then had 7, so now at 31 applications. Right now, he is in the process of going thru the applications to make sure everything is there, using a checklist. The next step is to write up the permits and get them out. Everybody has been patient so far. There was a zoom meeting with Host Compliance Monitoring. At a future meeting we will present what Host Compliance has given us as far as costs go. Maybe we can start with Host Compliance in January 2021.

10. COMMITTEE, STAFF AND OFFICER REPORTS

a. Parks and Recreation Committee

Brad Saxton submitted a written Parks and Recreation Committee Reports.

Bob Walton spoke about quotes for tree services, putting decision for tree service on hold until one more quote is received. Item 1 in Bingham Park, the tree is getting trimmed. The Committee wants to get back with the tree service about the quotes. At Boughey Park is it maintenance and removal of one tree. Maintaining tree service for the trees in the parks is going to be an ongoing cost for the township. If see anything is a hazard, need to take care of that hazard, can verify with the insurance company.

Midge Werner, would table decision on tree service for the parks to the December 2020 Meeting. Midge Werner complimented the Parks & Recreation Committee for the work they did at the township parks.

Tribal Council Allocation of 2% Funds – Application Form

Midge Werner said Bingham Township is submitting an Application to the Tribal Council for 2% funds in the amount of \$8,000.00. The grant is with the G.T. Band for work by the Youth Corp. Group from Child and Family Services for next year. Work would be done at Groesser Park to remove the brush that's there.

Sandra Grant/moved, to go forward with the GT Band 2% Grant of \$8,000.00, updating the application where needed, and authorize Midge Werner to sign the Application, PASSED.

- b. Building & Grounds Committee** - Kathy Morio – new toilet installed in men's restroom at the township hall.
- c. Cemetery Committee** - Report received from Peggy Core with recommendations.
- d. Zoning Administrator** - Written report from Steve Patmore.
- e. Planning Commission** - Steve Patmore - 2 site plan reviews on Bingham Road, getting calls about land and potential projects. Need to educate the public about sign violations. Letter received from Kathy Egan regarding Mathew Cooke, planner taking her place. Midge Werner - Need to make appointment to planning commission to fill vacancy.
- f. Fire Authority** - Documents e-mailed to township board. Gary McGhee's last day December 26, 7:30 a.m.
- g. Assessor's Quarterly Report** - None.
- h. Treasurer** - Will be getting tax bills out for December 1st, 2020. Governor's Order reviewed.
- i. Trustee** – Brad Saxton said this is his last board meeting. Has been a pleasure working on the township board.
- j. Clerk**
 - 1. Vendor & Payroll Reports** –
Additional vendor bills - Wells Fargo-\$91.21, EMC Ins. - \$49, Leelanau Enterprise subscription-\$35.00. Total Vendor Bills - \$6,712.41

Sandra Grant/moved, Midge Werner/supported to pay Vendor Bills of \$6,712.41, and Payroll - \$17,774.38, PASSED.

Midge Werner/moved, Kathy Morio/supported, to pay Randy Weber \$4,860.00 for cement work at basketball court out of Parks 245, PASSED.

2. Leelanau Enterprise – Subscription - \$35/yr.

Consensus to renew subscription to Leelanau Enterprise for \$35/yr.

Kathy Morio thanked all the election workers who worked on the November 3 Election. Thanks to Earlene Hill, Chairperson, of the elections for many years; she will be retiring.

k. Supervisor –

Midge Werner is working on the township newsletter. Brad Saxton was presented with a plaque of appreciation for the time he has been a township trustee.

Township will continue with zoom meetings thru December 2020.

11. PUBLIC COMMENTS AND ANNOUNCEMENTS - None.

12. ADJOURNMENT –

Midge Werner adjourned the meeting at 7:51 p.m.

Minutes by Marge Johnson, Recording Secretary

Kathy Morio, Clerk

What is township government and how do you fit into it?

What are the crucial functions you need to perform right now for your specific office?

How can you bring fresh perspectives to the board, while valuing the work of veteran board members and staff?

MTA can help you get started right!

The Michigan Townships Association is here to help all new officials understand their roles and responsibilities. We're offering in-depth virtual *New Officials Training* on multiple days in both December and January. Your registration includes live access on all dates AND on-demand access after the event!

Join us for this introduction to the "hows and whys" of township government and take away tips every new official must know. We'll review the structure and authority of townships, mandated functions of a township board and the role of an individual board member. Training includes breakout sessions for each office; topics include:

- **Clerks:** records, minutes, notices, financial administration and reporting, accounts payable, elections, and other miscellaneous duties that clerks may handle
- **Supervisors:** meeting management, ordinances, lawful expenditures, budgets, township administration, overseeing assessing and risk management
- **Treasurers:** financial administration, internal controls and reporting, defining the types of financial institutions and investments townships may use, receiving/receipting and handling money
- **Trustees:** meetings and minutes, public records, understanding revenues, the budget and financial reports, board authority and responsibility, who does what

December schedule:

- Dec. 14: 1 to 8:30 p.m.—Clerks/Supervisors
- Dec. 15: 1 to 8:30 p.m.—Treasurers/Trustees
- Dec. 16: 9 a.m. to 4:30 p.m.—Clerks/Supervisors
- Dec. 17: 9 a.m. to 4:30 p.m.—Treasurers/Trustees

January schedule:

- Jan. 11: 1 to 8:30 p.m.—Clerks/Supervisors
- Jan. 12: 1 to 8:30 p.m.—Treasurers/Trustees
- Jan. 13: 9 a.m. to 4:30 p.m.—Clerks/Supervisors
- Jan. 14: 9 a.m. to 4:30 p.m.—Treasurers/Trustees

Registration includes live access on all dates and on-demand access after the event.

Add-on options

Discounted rates on MTA publications targeting township topics!

OPTION 1: Township Basics package: (\$94 discounted rate)

Officials Guide to Township Government (specific to your office), *Authorities & Responsibilities of Michigan Townships* and *Introduction to Township Board Meetings*

OPTION 2: Township Essentials package: (\$224 discounted rate)

Includes resources offered in the Basics package PLUS *Building a Better Budget*, *Introduction to the Freedom of Information Act*, *The Township Guide to Planning & Zoning* and *Policy Matters!*

When totaling your registration and publication amounts below, please add shipping & handling based on the publication-only amounts below:

Shipping & Handling:
Up to \$150, add \$5
\$150-\$350, add \$10
\$351-\$749, add \$15
Over \$750, contact MTA

Registration Form

Township _____ County _____

Each book package includes one guide (specific to your office):

Name & Title Class only Class + Basics Class + Essentials Email _____

Name & Title Class only Class + Basics Class + Essentials Email _____

Name & Title Class only Class + Basics Class + Essentials Email _____

Name & Title Class only Class + Basics Class + Essentials Email _____

Name & Title Class only Class + Basics Class + Essentials Email _____

Check enclosed (payable to MTA)

Charge to: (circle one) MasterCard VISA

Card # _____ Expires _____ / _____

Print Card Holder's Name _____ Signature _____

Design your own learning experience! Check the box next to the option you wish to purchase and circle per person or group rate.

Class only \$99/person \$350/group rate
Group rate allows your entire board (deputies too!) to participate. No limit on participants. No books included in this rate.

Class + One Basics Package \$193/person \$444/group rate
Includes class registration plus one set of MTA's Basics book package. Books will be shipped to township mailing address on file with MTA. \$99/per person (OR \$350/group) + \$94/per Basics package + shipping/handling

Class + One Essentials Package \$323/person \$574/group rate
Includes class registration plus one set of MTA's Essentials book package. Books will be shipped to township mailing address on file with MTA. \$99/per person (OR \$350/group) + \$224/per Essentials package + shipping/handling

Prefer to register now and pay later?
Visit <https://bit.ly/New2MTA>
and select "bill me" at checkout.



Send your completed registration form with payment to MTA, P.O. Box 80078, Lansing, MI 48908-0078, fax (517) 321-9909. Or register online at www.michigantownships.org. Questions? Call (517) 321-6467

Bingham Township

Leelanau County

7171 South Center Highway • Traverse City, MI 49684

Phone 231-922-6767 • Fax 231-922-0228 • Website: www.leelanau.cc/binghamtwp.asp

BINGHAM TOWNSHIP School Choice Week

WHEREAS all children in Bingham Township should have access to the highest-quality education possible; and,

WHEREAS Bingham Township recognizes the important role that an effective education plays in preparing all students in Bingham Township to be successful adults; and,

WHEREAS quality education is critically important to the economic vitality of Bingham Township; and,

WHEREAS Bingham Township is home to a multitude of high-quality public and nonpublic schools from which parents can choose for their children, in addition to families who educate their children in the home; and

WHEREAS, educational variety not only helps to diversify our economy, but also enhances the vibrancy of our community; and,

WHEREAS Bingham Township has many high-quality teaching professionals in all types of school settings who are committed to educating our children; and,

WHEREAS, School Choice Week is celebrated across the country by millions of students, parents, educators, schools and organizations to raise awareness of the need for effective educational options;

NOW, THEREFORE, let it be known that the Bingham Township, Leelanau County, Michigan, Board of Trustees, hereby recognizes January 24 – January 30, 2021 as Bingham Township School Choice Week, and we call this observance to the attention of all of our citizens.

**Bingham Township
 Treasurer's Monthly Report
 November 2020**

Nov 20

Income		
Property Tax Revenues		
402 . Current Property Taxes		34,118.49
412 . Delinquent Pers.Prop.		1,135.80
Total Property Tax Revenues		<u>35,254.29</u>
245 set aside		
665 . 245 interest income		43.10
Total 245 set aside		<u>43.10</u>
Regular Revenue		
474 . Short Term Rental Permit		8,400.00
478 . Land Divisions		100.00
574 . Revenue Sharing		43,898.00
665 . Interest Income		173.97
677 . Reimbursements		17.90
Total Regular Revenue		<u>52,589.87</u>
Total Income		<u>87,887.26</u>
Expense		
General Expenses		
Expenses		12,631.57
Payroll Expense		17,774.38
Total General Expenses		<u>30,405.95</u>
Property Tax Disbursements		
Commission on Aging		0.00
County Allocation		5,304.07
School Debt		2,239.19
School Operating Tax		23,553.31
School Sinking Fund		743.70
State Education Tax		9,283.08
TBAISD		4,501.12
Total Property Tax Disbursements		<u>45,624.47</u>
Property Tax Expenses		
Service Charge from bank		10.00
Total Property Tax Expenses		<u>10.00</u>
Total Expense		<u>76,040.42</u>
Net Income		<u><u>11,846.84</u></u>

Bingham Township Clerk and Treasurer Balance Sheet

As of November 30, 2020	
	Treasurer
Clerk	Treasurer
101 . General Fund Cash: General Checking TCSB	179,228.68
General Investment 18 mo CD Northwestern	115,431.04
General Investment 12 mo CD Northwestern	76,937.08
TOTAL	371,596.80
245 . Set Aside Fund:245 Fund Investment Acct.	
245 . Set Aside Fund:245-245 Area Improvements	16,787.42
245 . Set Aside Fund:245-246 Parks and Rec. Grant	48,887.20
245 . Set Aside Fund:245-248 Parks and Rec. Improvements	11,440.87
245 . Set Aside Fund:245-259 Office Equipment	17,834.91
245 . Set Aside Fund:245-262 Elections	6,007.59
245 . Set Aside Fund:245-265 Schoolhouse	44,307.50
245 . Set Aside Fund:245-276 Cemetery	40,185.47
245 . Set Aside Fund:245-466 Roads	13,120.09
245 . Set Aside Fund:245-539 Grants	7,987.15
245 . Set Aside Fund:245-721 Planning - Master Plan	27,356.38
245 . Set Aside Fund:245-802 Attorney	4,005.05
TOTAL	237,919.63
Total Money in Bingham Township Accounts	\$609,516.43
Difference	0.00

11:11 AM

12/18/20

Bingham Township

Vendor Balance Summary

All Transactions

	Dec 21, 20
American Waste	22.00 ✓
Bob Walton	116.49 ✓
Cathy Core	25.20 ✓
Charter Communications cable	139.97 ✓
Cherryland Electric Cooperative	74.72 ✓
Consumers Energy	301.62 ✓
Election Source	570.00 ✓
Gabridge & Company, PLC	3,595.00 ✓
Integrity Business Solutions	70.99 ✓
Kim Clark	20.13 ✓
Leelanau Enterprise & Tribune	128.85 ✓
Lorin Lardie	124.82 ✓
Maple River Direct	44.95 ✓
Marge Johnson	144.00 ✓
Mary Erwin	59.46 ✓
Networks Northwest (NW MI COG)	700.00 ✓
Northern Building Supply, LLC	24.99 ✓
Paul Whiteford	3,787.50 ✓
Pitney Bowes Global Financial Servies LLC	174.66 ✓
Running, Wise & Ford, P.L.C.	1,050.00 ✓
Suttons Bay Township	1,640.00 ✓
Wells Fargo Financial Leasing	91.29 ✓
TOTAL	12,906.64

Steven Patmore
 Website Admin
 STR Admin.

150.00
 1,000.00

 \$ 14,056.64

Bingham Township
Payroll Transactions by Payee
December 1 - 21, 2020

Date	Num	Name	Amount
Michigan Treasury			
12/18/2020	To Print	Michigan Treasury	-382.74
Total Michigan Treasury			-382.74
United States Treasury			
12/18/2020	To Print	United States Treasury	-1,858.26
Total United States Treasury			-1,858.26
Clark, Kim R.			
12/21/2020		Clark, Kim R.	-339.97
Total Clark, Kim R.			-339.97
Dashner, Charles B			
12/21/2020		Dashner, Charles B	-57.27
Total Dashner, Charles B			-57.27
Emeott, Scott			
12/21/2020		Emeott, Scott	-48.45
Total Emeott, Scott			-48.45
Friske, Angela			
12/21/2020		Friske, Angela	-1,773.18
Total Friske, Angela			-1,773.18
Grant, Sandra K			
12/21/2020		Grant, Sandra K	-1,700.15
Total Grant, Sandra K			-1,700.15
Jasinski, Catherine D			
12/21/2020		Jasinski, Catherine D	-69.26
Total Jasinski, Catherine D			-69.26
Layman, Jeffrey H			
12/21/2020		Layman, Jeffrey H	-211.53
Total Layman, Jeffrey H			-211.53
Mikowski, Michelle M			
12/21/2020		Mikowski, Michelle M	-46.62
Total Mikowski, Michelle M			-46.62
Morio, Kathy			
12/21/2020		Morio, Kathy	-1,736.53
Total Morio, Kathy			-1,736.53
Okma, Lou			
12/21/2020		Okma, Lou	-48.46
Total Okma, Lou			-48.46
Park, J Michael			
12/21/2020		Park, J Michael	-66.07
Total Park, J Michael			-66.07
Schultz, Virginia D			
12/21/2020		Schultz, Virginia D	-48.46
Total Schultz, Virginia D			-48.46

12/18/20

Bingham Township
Payroll Transactions by Payee
December 1 - 21, 2020

<u>Date</u>	<u>Num</u>	<u>Name</u>	<u>Amount</u>
Stone{trustee}, Todd 12/21/2020		Stone{trustee}, Todd	-154.26
Total Stone{trustee}, Todd			-154.26
Walker, Marie 12/21/2020		Walker, Marie	-57.27
Total Walker, Marie			-57.27
Werner, Marian E 12/21/2020		Werner, Marian E	-1,176.52
Total Werner, Marian E			-1,176.52
TOTAL			-9,775.00

Bingham Township
Profit & Loss Budget vs. Actual
 July 1 through December 21, 2020

	<u>Jul 1 - Dec 21, 20</u>	<u>Budget</u>	<u>\$ Over Budget</u>	<u>% of Budget</u>
Income				
245 Account				
245-665 · Interest Income	216.58	1,500.00	-1,283.42	14.44%
Total 245 Account	<u>216.58</u>	<u>1,500.00</u>	<u>-1,283.42</u>	<u>14.44%</u>
400 · REVENUES				
474 · Short Term Rental Permits	8,400.00	0.00	8,400.00	100.0%
401 · Current Taxes	0.00	46,914.00	-46,914.00	0.0%
405 · School Payment-Summer Tax Coll.	5,112.50	5,200.00	-87.50	98.32%
420 · Delinquent Pers Property Taxes	0.00	50.00	-50.00	0.0%
445 · Penalties & Interest on Taxes	0.00	4,000.00	-4,000.00	0.0%
476 · Land Use Permits	1,425.00	5,000.00	-3,575.00	28.5%
477 · Special Land Use Permits	0.00	400.00	-400.00	0.0%
478 · Land Divisions	400.00	700.00	-300.00	57.14%
479 · Appeals/Variances	600.00	200.00	400.00	300.0%
574 · State Revenue Sharing	106,816.00	193,506.00	-86,690.00	55.2%
580 · Metro Funds	500.00	6,600.00	-6,100.00	7.58%
642 · Ord. Books, Copies, FOIAs	0.00	50.00	-50.00	0.0%
665 · Interest Income	922.72	1,000.00	-77.28	92.27%
667 · Schoolhouse Rent	0.00	500.00	-500.00	0.0%
675 · Cemetery Lots	600.00	1,000.00	-400.00	60.0%
677 · Reimbursements	5,996.03	2,000.00	3,996.03	299.8%
687 · Refunds/Rebates	0.00	1,000.00	-1,000.00	0.0%
Total 400 · REVENUES	<u>130,772.25</u>	<u>268,120.00</u>	<u>-137,347.75</u>	<u>48.77%</u>
Total Income	<u>130,988.83</u>	<u>269,620.00</u>	<u>-138,631.17</u>	<u>48.58%</u>

Bingham Township Profit & Loss Budget vs. Actual July 1 through December 21, 2020

Expense	Jul 1 - Dec 21, 20	Budget	\$ Over Budget	% of Budget
101-TOWNSHIP BOARD				
101-724 · Clean-Up Day	0.00	3,500.00	-3,500.00	0.0%
101-702 · Trustee Salaries	1,926.10	4,202.40	-2,276.30	45.83%
101-704 · Land Division Salary	300.00	600.00	-300.00	50.0%
101-705 · Office Aide	1,344.86	2,300.00	-955.14	58.47%
101-725 · Contractual Service-Lawn Maint.	9,963.50	12,000.00	-2,036.50	83.03%
101-726 · Miscellaneous				
101-727 · Miscellaneous-Covid	1,065.75	0.00	1,065.75	100.0%
101-726 · Miscellaneous - Other	1,098.09	2,000.00	-901.91	54.91%
Total 101-726 · Miscellaneous	2,163.84	2,000.00	163.84	108.19%
101-802 · Attorney	1,820.00	4,000.00	-2,180.00	45.5%
101-803 · Audit	3,595.00	3,600.00	-5.00	99.86%
101-805 · Dues (MTA, Planning)	0.00	3,900.00	-3,900.00	0.0%
101-806 · Webmaster	150.00	600.00	-450.00	25.0%
101-860 · Mileage	0.00	200.00	-200.00	0.0%
101-865 · Insurance	209.00	7,080.00	-6,871.00	2.95%
101-866 · Hazmat	395.00	400.00	-5.00	98.75%
101-920 · Street Lights (electric bill)	373.60	950.00	-576.40	39.33%
101-955 · Education	0.00	2,000.00	-2,000.00	0.0%
101-956 · Recording Secretary	500.00	927.00	-427.00	53.94%
Total 101-TOWNSHIP BOARD	22,740.90	48,259.40	-25,518.50	47.12%
171-SUPERVISOR				
171-706 · Supervisor Salary	8,278.20	16,556.40	-8,278.20	50.0%
Total 171-SUPERVISOR	8,278.20	16,556.40	-8,278.20	50.0%
215- CLERK				
215-705 Clerical Assistant-f/c	0.00	500.00	-500.00	0.0%
215-701 · Clerk Salary	12,575.70	25,151.36	-12,575.66	50.0%
215-703 · Deputy Wages	2,914.80	3,000.00	-85.20	97.16%
Total 215- CLERK	15,490.50	28,651.36	-13,160.86	54.07%
247-BOARD of REVIEW				
247-704 · Per Diems	330.00	1,650.00	-1,320.00	20.0%
Total 247-BOARD of REVIEW	330.00	1,650.00	-1,320.00	20.0%
253 - TREASURER				
253-702 Treasurer Salary	12,974.94	25,949.82	-12,974.88	50.0%
253-703 Deputy Wages	52.92	500.00	-447.08	10.58%
253-956 Miscellaneous	0.00	1,600.00	-1,600.00	0.0%
253-705 · Clerical Assistant	0.00	500.00	-500.00	0.0%
Total 253 - TREASURER	13,027.86	28,549.82	-15,521.96	45.63%
257 · ASSESSOR				
257-702 · Assessor Salary	12,559.38	25,118.80	-12,559.42	50.0%
257-703 · Assessor Assistant Salary	1,359.14	3,394.49	-2,035.35	40.04%
257-860 · Mileage	56.49	400.00	-343.51	14.12%
257-999 · Field Projects	137.20	4,000.00	-3,862.80	3.43%
Total 257 · ASSESSOR	14,112.21	32,913.29	-18,801.08	42.88%

Bingham Township
Profit & Loss Budget vs. Actual
 July 1 through December 21, 2020

	<u>Jul 1 - Dec 21, 20</u>	<u>Budget</u>	<u>\$ Over Budget</u>	<u>% of Budget</u>
262 · ELECTIONS				
262-703 · Wages	9,425.80	8,000.00	1,425.80	117.82%
262-727 · Supplies	2,369.81	900.00	1,469.81	263.31%
262-728 · Shredding	65.00	100.00	-35.00	65.0%
262-860 · mileage	386.89	450.00	-63.11	85.98%
262-930 · Mach set-ups	0.00	500.00	-500.00	0.0%
Total 262 · ELECTIONS	12,247.50	9,950.00	2,297.50	123.09%
265- TOWNSHIP HALL				
265-730 · Tax Bill/Assessment Notice	1,044.52	3,500.00	-2,455.48	29.84%
265-727 · Supplies	845.15	3,200.00	-2,354.85	26.41%
265-728 · Postage	349.32	5,500.00	-5,150.68	6.35%
265-850 · Telephone	431.01	1,100.00	-668.99	39.18%
265-851 · Copy Machine	1,150.74	2,200.00	-1,049.26	52.31%
265-852 · Software Support	2,110.00	2,500.00	-390.00	84.4%
265-855 · Internet Access	519.91	1,100.00	-580.09	47.27%
265-900 · Advertising & Publishing	1,236.76	2,300.00	-1,063.24	53.77%
265-920 · Ut - ELECTRIC	1,047.88	2,600.00	-1,552.12	40.3%
265-921 · UT - Gas	195.92	1,100.00	-904.08	17.81%
265-930 · Repairs/maintenance	731.22	1,200.00	-468.78	60.94%
265-931 · Cleaning	117.60	900.00	-782.40	13.07%
265-932 · Waste Pickup	132.00	275.00	-143.00	48.0%
Total 265- TOWNSHIP HALL	9,912.03	27,475.00	-17,562.97	36.08%
276- CEMETERIES				
276-701 · Sexton	0.00	400.00	-400.00	0.0%
276-727 · Supplies/ Maintenance	160.00	1,000.00	-840.00	16.0%
276-920 · Utilities - Keswick Cemetery	169.89	350.00	-180.11	48.54%
276-932 · Waste Pick-up	160.00	450.00	-290.00	35.56%
276-940 · Porta Potty Rental	0.00	540.00	-540.00	0.0%
Total 276- CEMETERIES	489.89	2,740.00	-2,250.11	17.88%

Bingham Township
Profit & Loss Budget vs. Actual
 July 1 through December 21, 2020

	<u>Jul 1 - Dec 21, 20</u>	<u>Budget</u>	<u>\$ Over Budget</u>	<u>% of Budget</u>
721 · PLANNING				
721-704 · Planning Meeting Per Diem	1,510.00	5,700.00	-4,190.00	26.49%
721-855 · Education	0.00	900.00	-900.00	0.0%
721-956 · Recording Secretary	288.00	770.00	-482.00	37.4%
Total 721 · PLANNING	<u>1,798.00</u>	<u>7,370.00</u>	<u>-5,572.00</u>	<u>24.4%</u>
722 · PLANNING/ZONING CONTRACT				
722-726 · Planning Services	2,100.00	8,400.00	-6,300.00	25.0%
722-727 · Zoning Services	9,840.00	19,680.00	-9,840.00	50.0%
Total 722 · PLANNING/ZONING CONTRACT	<u>11,940.00</u>	<u>28,080.00</u>	<u>-16,140.00</u>	<u>42.52%</u>
723 · ZONING BOARD OF APPEALS				
723-704 · Mtg, Per Diem	425.00	855.00	-430.00	49.71%
723-855 · Education	0.00	200.00	-200.00	0.0%
Total 723 · ZONING BOARD OF APPEALS	<u>425.00</u>	<u>1,055.00</u>	<u>-630.00</u>	<u>40.28%</u>
755 · PARKS				
755-727 · Supplies	528.76	250.00	278.76	211.5%
755-920 · Utilities - Bingham Twp Park	106.91	140.00	-33.09	76.36%
755-932 · Waste Pick-up	415.00	800.00	-385.00	51.88%
755-940 · Porta Potty Rentals	1,655.35	2,900.00	-1,244.65	57.08%
755-945 · Park Improvements	6,058.88	7,500.00	-1,441.12	80.79%
Total 755 · PARKS	<u>8,764.90</u>	<u>11,590.00</u>	<u>-2,825.10</u>	<u>75.63%</u>
6561 · PAYROLL EXPENSES - FICA	5,013.84	8,000.00	-2,986.16	62.67%
977 · CAPITAL OUTLAY	0.00	22,000.00	-22,000.00	0.0%
8000 · 245 Expenditures	18,640.00	0.00	18,640.00	100.0%
CONTINGENCY	0.00	1,000.00	-1,000.00	0.0%
Total Expense	<u>143,210.83</u>	<u>275,840.27</u>	<u>-132,629.44</u>	<u>51.92%</u>
Net Income	<u><u>-12,222.00</u></u>	<u><u>-6,220.27</u></u>	<u><u>-6,001.73</u></u>	<u><u>196.49%</u></u>