

SECORD TOWNSHIP

Resolution

2025-8-20-1

Operating

Whereas, The Board of Secord Township has come together to establish a rate for the General Operating Tax Millage to be levied December 1, 2025. The Township Board resolves that the following rate be assessed at the Secord Township Board Meeting August 20, 2025.

Therefore, be it resolved the following Operating Tax Millage will be set:

- **General Operation \$0.5867**

Following are the Board Members and their initials signifying approval of this Resolution:

Kristine Panetta, Clerk	<u>Y</u>
Cheryl Stiehl, Treasurer	<u>Y</u>
Joel Vernier, Supervisor	<u>Y</u>
Maria Alward, Trustee	<u>X</u>
<u>Christine Braca</u> Trustee	<u>Y</u>

I hereby declare the following Resolution has passed at the Secord Township Board Meeting on August 20, 2025 for tax purposes on the December 2025 Tax Levies.

Kristine Panetta
Kristine Panetta
Secord Township Clerk

Date: August 20, 2025

SECORD TOWNSHIP

Resolution

2025-8-20-2

Fire

Whereas, The Board of Secord Township has come together to establish a rate for the Fire Tax Millage to be levied December 1, 2025. The Township Board resolves that the following rate be assessed at the Secord Township Board Meeting August 20, 2025.

Therefore, be it resolved the following Fire Tax Millage will be set:

- **Fire \$1.277**

Following are the Board Members and their initials signifying approval of this Resolution:

Kristine Panetta, Clerk	<u>Y</u>
Cheryl Stiehl, Treasurer	<u>Y</u>
Joel Vernier, Supervisor	<u>Y</u>
Maria Alward, Trustee	<u>Y</u>
<u>Christine Groch</u> Trustee	<u>Y</u>

I hereby declare this Resolution has passed at the Secord Township Board Meeting on August 20, 2025 for tax purposes on the December 2025 Tax Levies.

Kristine Panetta
Kristine Panetta
Secord Township Clerk

Date: August 20, 2025

SECORD TOWNSHIP

Resolution

2025-8-20-3

Road

Whereas, The Board of Secord Township has come together to establish a rate for the Road Tax Millage to be levied December 1, 2025. The Township Board resolves that the following rate be assessed at the Secord Township Board Meeting August 20, 2025.

Therefore, be it resolved the following Road Tax Millage will be set:

- **Road \$1.00 (from \$.04945 on previous 2024 tax year)**

Following are the Board Members and their initials signifying approval of this Resolution:

Kristine Panetta, Clerk	<u>Y</u>
Cheryl Stiehl, Treasurer	<u>Y</u>
Joel Vernier, Supervisor	<u>Y</u>
Maria Alward, Trustee	<u>Y</u>
Christine Grace Trustee	<u>Y</u>

I hereby declare this Resolution has passed at the Secord Township Board Meeting on August 20, 2025 for tax purposes on the December 2025 Tax Levies.


Kristine Panetta
Secord Township Clerk

Date: August 20, 2025

SECORD TOWNSHIP

Resolution

2025-8-20-4

Mosquito

Whereas, The Board of Secord Township has come together to establish a rate for the Mosquito Tax Millage to be levied December 1, 2025. The Township Board resolves that the following rate be assessed at the Secord Township Board Meeting August 20, 2025.

Therefore, be it resolved the following Mosquito Tax Millage will be set:

- **Mosquito \$.4419**

Following are the Board Members and their initials signifying approval of this Resolution:

Kristine Panetta, Clerk	<u>Y</u>
Cheryl Stiehl, Treasurer	<u>Y</u>
Joel Vernier, Supervisor	<u>Y</u>
Maria Alward, Trustee	<u>Y</u>
Christine Grace Trustee	<u>Y</u>

I hereby declare this Resolution has passed at the Secord Township Board Meeting on August 20, 2025 for tax purposes on the December 2025 Tax Levies.


Kristine Panetta
Secord Township Clerk

Date: August 20, 2025

SECORD TOWNSHIP
Resolution
2025-08-20-5
Lake Weed Assessment

Whereas, The Board of Secord Township has come together to establish a rate for the Lake Weed Assessment to be levied December 1, 2025. The Township Board resolves that the following rate be assessed at the Secord Township Board Meeting August 20, 2025.

Therefore, be it resolved the following Lake Weed Assessment will be set:

- **Lake Weeds : Lake Front \$105.00**
Back Lot \$ 22.50

Following are the Board Members and their initials signifying approval of this Resolution:

Kristine Panetta, Clerk Y
Cheryl Stiehl, Treasurer Y
Joel Vernier, Supervisor Y
Maria Alward, Trustee Y
Christine Grace, Trustee Y

I hereby declare this Resolution has passed at the Secord Township Board Meeting on August 20, 2025 for tax purposes on the December 2025 Tax Levies.

Kristine Panetta
Kristine Panetta
Secord Township Clerk

Date: August 20, 2025

SECORD TOWNSHIP

Resolution

2025-08-20-6

Street Light Assessment

Whereas, The Board of Secord Township has come together to establish a rate for the Street Light Assessment to be levied December 1, 2025. The Township Board resolves that the following rate be assessed at the Secord Township Board Meeting August 20, 2025.

Therefore, be it resolved the following Street Light Assessment will be set:

- **Street Light Assessment \$25.00** for special assessment areas

Following are the Board Members and their initials signifying approval of this Resolution:

Kristine Panetta, Clerk Y
Cheryl Stiehl, Treasurer Y
Joel Vernier, Supervisor Y
Maria Alward, Trustee Y
Christine Grace Trustee Y

I hereby declare this Resolution has passed at the Secord Township Board Meeting on August 20, 2025 for tax purposes on the December 2025 Tax Levies.

Kristine Panetta
Kristine Panetta
Secord Township Clerk

Date: August 20, 2025

SECORD TOWNSHIP

Resolution

2025-08-20-7

Garbage Assessment

Whereas, The Board of Secord Township has come together to establish a rate for the Garbage Assessment to be levied December 1, 2025. The Township Board resolves that the following rate be assessed at the Secord Township Board Meeting August 20, 2025.

Therefore, be it resolved the following Garbage Assessment will be set:

- **Garbage Assessment \$206.37**

Following are the Board Members and their initials signifying approval of this Resolution:

Kristine Panetta, Clerk	<u>Y</u>
Cheryl Stiehl, Treasurer	<u>Y</u>
Joel Vernier, Supervisor	<u>Y</u>
Maria Alward, Trustee	<u>Y</u>
Christine Grace Trustee	<u>Y</u>

I hereby declare this Resolution has passed at the Secord Township Board Meeting on August 20, 2025 for tax purposes on the December 2025 Tax Levies.


Kristine Panetta
Secord Township Clerk

Date: August 20, 2025

SECORD TOWNSHIP

RESOLUTION 08-20-25-8

Change of Title from Blight Officer to Ordinance Enforcement Officer

ORDINANCE ENFORCEMENT OFFICER JOB DESCRIPTION

Whereas, The Township Board desires to accept the Title change as listed above and the Job Description of the Ordinance Enforcement Officer as written,

Supervised by: Township Supervisor

Position Summary:

Under the supervision of the Supervisor and the Township Board, conducts on-site inspections throughout the Township to determine compliance with ordinances. Investigates potential violations, follows established procedures for achieving abatement and compliance where warranted, maintains related records, and performs other related duties.

Essential Job Functions:

To perform this job successfully, an individual must be able to perform each essential function satisfactorily.

1. Provides proactive enforcement and respond to complaints of property maintenance ordinance violations including blight, animal, weeds/grass, noise ordinances.
2. Conducts on-site inspections of properties to determine conformity with applicable ordinances.
3. Enforces ordinances by conferring with property owners, issuing warnings, violations and correction notices, and following established methods of progressive action.
4. Conducts enforcement activities in a fair and consistent manner. Interviews parties to a complaint or violation, and otherwise investigates complaints in a comprehensive and unbiased manner. Seeks voluntary compliance, where possible.
5. Documents the facts and procedures of incidents, using standardized written reports of findings and photographs when appropriate. Prepares summary reports of activities as requested, and completes other administrative requirements as necessary.
6. Performs follow-up functions, including re-inspections, logging of complaints/activities, monitoring the status of citations and notifying involved parties of status.
7. Explains, interprets and provides guidance regarding property maintenance to the public, property owners, and municipal officials.
8. Assists in preparing cases for court proceedings. Prepares documentation for the Township's legal counsel and testifies concerning specifics of particular cases.
9. Shares relevant information with other departments, coordinating activity when appropriate.
10. Performs related work as required.

Required Knowledge, Skills, Abilities and Minimum Qualifications:

The requirements listed below are representative of the knowledge, skills, abilities and minimum qualifications necessary to perform the essential functions of the position. A qualified individual with a disability must be able to perform the essential functions of the position with or without reasonable accommodation.

Requirements include the following:

- A high school diploma or the equivalent.

SECORD TOWNSHIP

Resolution

2025-08-20-9

Mileage

Whereas, The Board of Secord Township recognizes the need to establish mileage rates. The Township Board resolves that the following rate be that of the current Federal Government Mileage standard and the scale used in accordance with the Federal Government will be adopted and used in Secord Township.

Therefore, be it resolved the following Mileage rate will be set:

- Current Federal Government Standard Rate Scale

Following are the Board Members and their initials signifying approval of this Resolution:

Kristine Panetta, Clerk	<u>Y</u>
Cheryl Stiehl, Treasurer	<u>Y</u>
Joel Vernier, Supervisor	<u>Y</u>
Maria Alward, Trustee	<u>Y</u>
Christine Grace Trustee	<u>Y</u>

I hereby declare this Resolution has passed at the Secord Township Board Meeting on August 20, 2025.



Kristine Panetta
Secord Township Clerk

Date: August 20, 2025

RESOLUTION 08-20-25-10
SECORD TOWNSHIP
General Appropriations Act and Budget

The Secord Township Board resolves:

1. This Resolution shall be known as the Secord Township 08-20-25-10 General Appropriations Act.
2. Public hearing on the Budget-Pursuant to MCLA 141.412 and .413, notice of a public hearing on the proposed budget was published in the Gladwin County Record on March 26, 2025, and a public hearing on the proposed budget was held on April 16, 2025.
3. The budget for Secord Township is composed of two documents. The first is the General Fund and the second is a Fire Fund budget
 - a. Within the general fund budget are six sub-budgets that have revenues and expenditures associated with each. Four are funded by mileages: Secord Township Operating, Secord Road Construction, Secord Road Maintenance and Mosquito Control. The other two are funded by Special Assessments Secord/Smallwood Lake Weed Control and Garbage Removal. Also included in the General Fund are several other sources of revenue including State of Michigan Revenue Sharing, Swamp Tax, Liquor Control Fees, Hall Rentals, Zoning Fees, Dog License, Franchise Fees, Tax Collection Administrative Fees, and Interest earned on bank accounts. Revenue generated by Millage and Special Assessments may only be used for the purpose for which they were collected.
 - b. The Fire Fund Budget has one primary source of revenue which is a 1.25 Millage. This includes (1. mil for general firefighting budget and .25 mil for Capital Reserve). The Capital Reserve will be used to build a fund for large Capital Expenditures, such as a fire truck, etc...
 - c. Attached to this document is a report on the financial status of each revenue source detailing the bank statements as of May 2025 and any monies owed the fund and the anticipated expenditure for the 2025-2026 budget year.
 - d. Any millage or Special Assessment not paid by the end of February 2025 was deemed delinquent for budget proposed. The tax roll was turned over to the County Treasurer for collection of the delinquent taxes plus any penalties owed. The County has been making the Township whole on any delinquencies by the end of June. A small fee may be charged to the Township for the money given to offset the delinquency. The County then get reimbursed by collecting the old fees plus penalties on the delinquent taxes.
4. The Secord Township Board adopts the 2025-2026 fiscal year general funds by activity center. Township officials responsible for the expenditures authorized in the budget may expend Township funds up to, but not to exceed, the total appropriation authorized for each activity center, and may make transfers among the various line items contained in the activity center appropriation. However, no transfers of appropriations for line items related to personal or capital outlays may be made without prior board approval by budget amendment.
5. Payments of Bills-Pursuant to MCLA 41.75, all bills against the Township shall be approved by the Secord Township Board prior to being paid. The Township Clerk and Treasurer may pay certain bills prior to approval by the Township Board to avoid late penalties, service charges and interest and payroll in accordance with the approved salaries and hourly rates adopted in this Appropriations Act. The Township board shall receive a list of bills paid prior to the approval at the next Board meeting.

SECORD TOWNSHIP OPERATING BUDGET 24/25

TWP REVENUE	24 25 ACTU	25 26 PROJ REV
TAX DISBURSEMENT	74,561.00	75,500.00
SECORD OPERATING	65,000.00	66,000.00
SECORD ADMIN FEE	52,546.00	55,546.00
TRAILER FEES	144	144.00
ZONING FEES	2,075.00	6,500.00
STATE SHARED REVENUE	114,217.00	115,500.00
SWAMP TAX	12,500.00	12,500.00
MI LIQ CONTROL	550.00	550.00
FRANCHISE INCOME	22,195.00	22,195.00
STREET LIGHTING	0.00	1,500.00
INTEREST DIVIDENDS	502.00	500.00
HALL RENTAL	400.00	400.00
OTHER REVENUE *	21,864.00	21,000.00
	0.00	0.00
	0.00	0.00
	0.00	0.00
TWP TOTAL REVENUE	366,554.00	377,835.00

TWP EXPENSE	24 25 ACTUAL	25 26 BUDGET
TOTAL GOVERNMENT	93,781.22	70,880.00
SUPERVISOR	24,919	25,039.00
ASSESSOR	54,256.65	41,156.00
EQUILIZATION	4,653.00	3,800.00
ELECTIONS	17,218.18	17,228.18
CLERK	26,078.30	35,340.00
BOR	1,078	1,150.00
TREASURER	28,807.38	31,050.00
BUILDING & G	20,833.11	12,000.00
LIQUOR ENFORCEMENT	475.52	475.52
4LTF ASSESSMENT	8,700.00	8,700.00
PLANNING & ZONING	16,654.30	16,070.00
CAPITAL RESE	0.00	10,000.00
CONTINGENCY	0.00	10,000.00
	0.00	0.00
TWP Total EXPENSE	297,454.63	282,888.70

SECORD TOWNSHIP MILLAGES

ROAD MILLAGE	62,407.65	18,797.71
MOSQUITO	52,518.68	78,878.89
FIRE		

SPECIAL ASSESSMENTS

LAKE WEED	118,440.00	146,596.00
WASTE REMOVAL	322,473.00	303,992.00
STREET LIGHTING	0.00	0

PLANNED SHC ACCOUNT BALANCE
INC PRE-PAY ACCOUNT BALANCE
ACCOUNT BALANCE

PLANNED SHC ACCOUNT BALANCE
ACCOUNT BALANCE
25 26 BACK IN ACCOUNT BALANCE

*** 21,864.00 MAY HAVE INCLUDED LAKESHORE BLIGHT PAYMENT - NOT RECEIVED.
PAYMENT FROM COUNTY 2025**

*Resolution 10
8/8/20*

ACCT	DESCRIPTION	24-25	ACTUAL	25/26 PROPOSED B
		BOARD APPROVED		
		REVENUES 24-25 CHANGES		
101-000--404.023	TAX DISBURSEMENT	62,750.00	74,561.00	75,500.00
220-570-806-000	LAKE WEED	244,110.00	118,440.00	118,440.00
228-550-951-000	WASTE REMOVAL	242,800.00	322,473.00	322,473.00
240-620-805-000	MOSQUITO CONTROL	49,000.00	52,518.68	52,518.68
101-000-410.000	SECORD OP	65,000.00	65,000.00	66,000.00
101-000-411.000	SECORD TWP ADMIN FEE	44,048.00	52,546.00	55,546.00
101-000-412-.000	SCHOOL COLLECTION	6,500.00	12,000.00	12,000.00
201-446-952-000	ROAD MAINT MILLAGE	62,407.65	62,407.65	122,500.00
101-000-452.000	TRAILER PARK FEES	144.00	144.00	144.00
101-000-478.000	ZONING FEES	2,075.00	5,700.00	6,500.00
101-000-574.000	STATE SHARED REVENUE	111,727.00	114,217.00	115,500.00
101-000-577.000	SWAMP TAX	12,500.00	12,500.00	12,500.00
101-000-579.000	MICHIGAN LIQUOR CONTROL	550.00	550.00	550.00
101-000-600.000	FRANCHISE-CHARTER	22,195.00	22,195.00	22,195.00
101-000-622.000	STREET LIGHTING	1,000.00	0.00	1,200.00
101-000-664.000	INTERST DIVIDENDS	502.00	502.00	500.00
101-000-668.000	HALL RENTAL	400.00	400.00	400.00
101-000-971.000	PA 48 METRO TAX R OVERSIGHT	2,400.00	2,400.00	2,400.00
101-000-694.000	OTHER REVENUE	21,864.00	864.00	21,864.00
101-000-699.000	INTERFUND TRANSFERS	0.00	0.00	0.00
	ESTIMATED REVENUE	951,972.65	919,418.33	1,008,730.68
ACCT	DESCRIPTION	24/25 BUDGET		
100	LEGISLATIVE			
101-100-974	CAPITOL RESERVE FUND	10,000.00		10,000.00
101	GOVERNING BODY GENERAL EXPENSES			

101-101-702	TRUSTEES SALARY	10,000.00	13,200.00	13,200.00
101-101-703	FEES AND MEETINGS	2,100.00	2,649.00	3,000.00
101-101-715	EMPLOYEE MEDICARE	400.00	150.84	200
101-101-716	EMPLOYEE FICA	1,500.00	574.12	800
101-101-801	PROFESSIONAL FEES ATTORNEY	10,000.00	4,250.00	5,000.00 ✓
101-101-802	PUBLISHING	1,000.00	1,000.00	1,000.00 ✓
101-101-910	INSURANCE	6,144.00	6,256.04	7,000.00 ✓
101-101-955	FEES & DUES	2,500.00	2,500.00	2,500.00 ✓
101-257-727	DATA PROCESSING TOM		3,360.33	4,000.00 ✓
101-101-956	EDUCATION & TRAINING	1,000.00	1,000.00	1,000.00
101-101-957	MISCELLANEOUS EXPENSE	250.00	250.00	250.00
101-101-984	CAPITAL OUTLAY FLTF Assessment	8,700.00	8,700.00	8,700.00
	C.P.A.		18,320.00	15,000.00 ✓
	BS&A	0.00	10,588.00	9,230.00 ✓
	TOTAL GOVERNING BODY	43,594.00	72,798.33	70,880 ✓

171

101-171-702	SUPERVISOR			
101-171-702-02	SUPERVISOR SALARY	18,000.00	18,000.00	18,000.00
101-171-702-004	DEPUTY SALARY	4,500.00	4,500.00	4,500.00
101-171-715	FOIA	120.00	120.00	120.00
101-171-716	EMPLOYEE MEDICARE	350	299.06	299.06
101-171-727	EMPLOYEE FICA	1400	1,400.00	1,400.00
101-171-802-000	OFFICE SUPPLIES	500	500	500
101-171-860	DUES	20	20	20
101-171-956	MILEAGE	100	100.00	100.00
	EDUCATION & TRAINING	500	100	100
	TOTAL SUPERVISOR	25,490.00	25,039.06	25,039.06

175

101-257-709	ASSESSOR			
101-257-709	ASSESSORS CONTRACT Houser.		8,500.00	35,156.00 ✓
101-257-709	ASSESSOR CONTRACT Berg	31,000.00	31,000.00	0.00
101-257-727	REAPPRAISAL CONTRACT	21,000.00	21,000.00	0.00
	DATA PROCESSING	6,000.00	4,500.00	0.00

101-257-727	SUPPLIES & POSTAGE	1,464.00	1,500.00	6,000.00 ✓
	TOTAL ASSESSOR	59,464.00	66,500.00	41,156.00 ✓

101-174-727	EQUILIZATION	4,653.00	4,654.00	3,800.00 ✓
-------------	--------------	----------	----------	------------

191	ELECTIONS			
101-262-702	ELECTION SALARIES	8,000.00	7,012.50	7,012.50
101-262-726	SUPPLIES	1000	2,919.78	2,919.78
101-262-730	POSTAGE	250	4,653.00	4,653.00
101-262-860	MILEAGE	0	0.00	0.00
101-262-901	PUBLISHING	300	107.90	107.90
101-262-931	MAINTENANCE Programming	1,200.00	2,535.00	2,535.00
101-262-984	CAPITOL OUTLAY		0.00	0.00
	TOTAL ELECTIONS	10,750.00	17,228.18	17,228.18 ✓

215	CLERK			
101-215-702	CLERKS SALARY KAREN	24,000.00	11,075.00	0
101-215-702	CLERKS SALARY KRIS		5,948.81	20,000.00
101-215-703	DEPUTY SALARY	4,500.00	4,800.00	6,000.00 ✓
101-215-705	EMPLOYEE MEDICARE	800	299.06	340
101-215-716	EMPLOYEE FICA	3,500.00	654.91	1750 ✓
101-215-727	OFFICE SUPPLIES	1,000.00	797.36	1,000.00 ✓
101-215-801	PROFESSIONAL FEES	100.00	250.00	0.00
101-215-860	MILEAGE	100.00	0.00	0.00
101-215-956	EDUCATION & TRAINING	500.00	0.00	500.00 ✓
	TOTAL CLERK	34,500.00	23,825.14	35,340.00 ✓

247	BOARD OF REVIEW			
101-247-702	B.O.R. SALARIES	1,600.00	980.57	1,000.00 ✓
101-247-715	EMPLOYEE MEDICARE	100	38.34	50.00
101-247-716	EMPLOYEE FICA	200	59	100.00 ✓
101-247-860	MILEAGE	0	0	0.00
101-247-901	PUBLISHING	150	0	0.00

101-247-952	EDUCATION & TRAINING	200	0	0.00
	TOTAL BOARD OF REVIEW	2,250.00	1,077.91	1,150.00
253	TREASURER			
101-253-702	TREASURER SALARY	18,000.00	18,655.32	20,000.00
101-253-703	DEPUTY SALARY	4,500.00	4,800.00	6,000.00
101-253-715	EMPLOYEE MEDICARE	350	297.85	450
101-253-716	EMPLOYEE FICA	1,400.00	2,273.58	1,600.00
101-253-727	OFFICE SUPPLIES	220.00	358.63	500.00
101-253-730	POSTAGE	500.00	952.00	1,000.00
101-252-860	MILEAGE	100.00	0.00	0.00
101-215-801	PROFESSIONAL FEES		1,470.00	1,000.00
101-253-956	EDUCATION & TRAINING	250.00	0.00	500.00
	TOTAL TREASURER	25,320.00	28,807.38	31,050.00
265	BUILDING & GROUNDS			
101-265-702	CUSTODIAL SALARY	4,800.00	4,800.00	4,800.00
101-265-715	EMPLOYEE MEDICARE	150	357.93	400
101-265-716	EMPLOYEE FICA	500	230.95	280
101-265-726	SUPPLIES	400	1,363.27	1,500.00
101-265-850	TELEPHONE	2,500.00	2,802.90	2,900.00
101-265-920	ELECTRICITY	3,600.00	3,969.36	4,100.00
101-265-921	FUEL PROPANE	3,000.00	2,906.39	2,800.00
101-265-930	GROUND REPAIR & MAINTENANCE	2,500.00	1,110.38	2,000.00
101-265-715	HALL MONITOR	300.00		300.00
101-265-931	BLDG.REPAIR& MAINTENANCE	1,600.00	3,291.93	2,000.00
101-265-984	CAPITAL OUTLAY	5,000.00	0.00	12,000.00
101-265-984	CAPITAL OUTLAY GENERATOR ARP	0.00	0.00	0.00
	TOTAL BUILDING & GROUNDS	24,350.00	20,833.11	33,080.00
330	LIQUOR LAW ENFORCEMENT			
101-330-702	CONSTABLE SALARY	900	900	900
101-330-715	EMPLOYEE MEDICARE	50	77.09	77.09

101-330-716		EMPLOYEE FICA	100	48.43	48.43	
		TOTAL LIQUOR LAW ENFORCEMEN	1,050.00	1,025.52	1025.52	
101-446-702	446	HIGHWAYS STREETS & BRIDGES				
		SALARIES	435	0	0.00	
101-446-705		FEES & MEETINGS	100	0	0.00	
101-446-715		EMPLOYEE MEDICARE	50	0	0.00	
101-446-716		EMPLOYEE FICA	100	0	0.00	
101-446-952		ROAD CONSTRUCTION & MAINTEN	140,000.00	16,229.88	180,500.00	
101-446-953	Delete	ROAD CONSTRUCTION.EQUIPMEN	0.00	0.00	0.00	
101-446-960		SHARED LIGHTING	500	0	0.00	
101-446-961		STREET LIGHT TWP. EXPENSE	400	1,054.60	1,600.00	
101-446-860		MILEAGE	200	0.00	0.00	
		HIGHWAYS STREETS & BRIDGES T	141,785.00	17,284.48	182,100.00	
101-524-806	526	LAKE WEED CONTROL	224,000.00	146,596.70	150,000.00	
		LAKE WEED CONTROL	20,000.00	5,115.00	25,000.00	
		LAKE BOTTOM TREE CUTTING	244,000.00	151,711.70	175,000.00	
		TOTAL LAKE WEED EXPENSE				
101-550-951	550	SOLID WASTE REMOVAL	316,467.00	303,992.00	323,992.00	
		SOLID WASTE REMOVAL			323,992.00	
		TOTAL SOLID WASTE REMOVAL				
101-620-730	620	MOSQUITO CONTROL				
		PUBLISHING				
101-620-805		MOSQUITO CONTROL EXPENSE	52,600.00	78,878.89	56,000.00	
		TOTAL MOSQUITO CONTROL	52,600.00	78,878.89	56,000.00	
101-800-702	800	PLANNING & ZONING				
		PLANNING & ZONING SALARIES	5,000.00	6,956.33	5,000.00	
101-800-706		BOARD OF APPEALS SALARIES	580.00	879.19	1000	
101-800-707		ZONING ADMINISTRATOE SALARY	3,000.00	3,000.00	3,000.00	

101-800-715	EMPLOYEE MEDICARE	400.00	236.19	245
101-800-716	EMPLOYEE FICA	1,500.00	668.05	725
101-816-726	SUPPLIES	1,000.00	27.59	100
101-800-801	PROFESSIONAL FEES	2,500.00	0.00	0
101-800-803	PUBLISHING & COMMUNICATION	1,800.00	656.10	800
101-800-956	MILEAGE	1,000.00	237.85	500
101-800-861	PERMIT ALLOCATION	2,500.00	975.00	1,500.00
101-800-956	EDUCATION & TRAINING	100.00	0.00	200
101-800-958	BLIGHT OFFICER SALARY	3,000.00	3,000.00	3,000.00
	TOTAL PLANNING & ZONING	22,380.00	16,636.30	16,070.00

999	CONTINGENCY			
101-999-900	CONTINGENCY	10,000.00		10,000.00
	TOTAL CONTINGENCY	10,000.00		10,000.00

RESOLUTION 6-18-25-1
Budget 2025-2026

At a meeting of the Secord Township Board, 1507 Secord Dam Rd. Gladwin, Michigan in the County of Gladwin, Michigan on the 18th day of June, 2025 there were

Supervisor Joel Vernier
Clerk Kris Panetta
Treasure Cheryl Stiehl
Trustee Maria Alward
Trustee Harold Day Jr.

The following Resolution was offered by Supervisor Joel Vernier and seconded by Maria Alward

WHEREAS, a budget was adopted on June 18, 2025 to govern the receipts and expenditures of various Secord Township funds for the next fiscal year of Secord Township Gladwin, Michigan and **WHEREAS**, as a result of unanticipated cost, it is necessary to modify the aforesaid budget and, **NOW THEREFORE BY IT RESOLVED**, that the aforesaid budget be modified as follows:
See Attached Documents

Roll Call to accept Budget Resolution 6-18-25-1:

Supervisor Joel Vernier Aye
Clerk Kristine Panetta Aye
Treasurer Cheryl Stiehl Aye
Trustee Maria Alward Aye
Trustee Harold Day Jr. Aye

Resolution 6-18-25-1 Declared Adopted June 18, 2025 by Joel Vernier
Budget 2025-2026

Public Comment:

None

Motion to Adjourn Joel Vernier & Kristine Panetta @ 9:58am

E-Mail for Supervisor: supervisor@secordtwp.com

RESOLUTION 6-18-25-1
Budget 2025-2026 Amendment LAFD

At a meeting of the Secord Township Board at 1507 Secord Dam Rd., Gladwin, Michigan 48624, in the County of Gladwin, Michigan on the 18th day of June, 2025 the following Board members were in attendance :

Attendance:

Supervisor Joel Vernier Present
Clerk Kristine Panetta Present
Treasure Cheryl Stiehl Present
Trustee Maria Alward Present
Trustee Harold Day Present

The following Resolution was offered by Joe L. Vernier and seconded by Maria Alward

WHEREAS, a budget was adopted on June 18, 2025 to govern the receipts and expenditures of various Secord Township funds for the next fiscal year of Secord Township Gladwin, Michigan and

WHEREAS, as a result of unanticipated cost, it is necessary to modify the aforesaid budget and,

NOW THEREFORE BY IT RESOLVED, that the aforesaid budget be modified:

Upon a roll call vote, the following voted

Roll Call:	Vote: (Yes/No)	Initial
Supervisor Joel Vernier	<u>Yes</u>	<u>JP</u>
Clerk Kristine Panetta	<u>Yes</u>	<u>KP</u>
Treasure Cheryl Stiehl	<u>Yes</u>	<u>CS</u>
Trustee Maria Alward	<u>Yes</u>	<u>MA</u>
Trustee Harold Day	<u>Yes</u>	<u>HD</u>

Resolution Declared Adopted June 18, 2025

I, the undersigned, the Clerk of Secord Township Gladwin, Michigan, do hereby certify the foregoing is a true and complete copy of certain proceedings taken by the Secord Township Board of Gladwin County at its meeting held on June 18, 2025, relative to adoption of the resolution therein set forth; that said meeting was conducted and public notice of said meeting was given pursuant to and in full compliance with the Open Meetings Act, being Act 267, Public Acts of Michigan, 1976, and that the minutes of said meeting were kept and will be or make available a required by said Act.

Kristine Panetta
Kristine Panetta
Secord Township Clerk

06-18-25
Dated

**Secord Township
Budget 2025-2026
Meeting Minutes
June 18, 2025**

9:00 am

www.secordtwp.com

Pledge of Allegiance

Roll Call

- Supervisor Joel Vernier-Present
- Treasurer Cheryl Stiehl-Present
- Clerk Kristine Panetta-Present
- Trustee Maria Alward-Present
- Trustee Harold Day-Present

Consent Agenda/Changes to Agenda

Add changes below to Agenda:

- Budget adjustments for 2024/2025 (*See adjustments below)
- Lake weeds -Joel Vernier holding @ \$1.05 this year, further discussion next year on if an increase is needed
- Road Millage-may be going up to 1% from .5%. Joel Vernier will advise
- Collect Street lights for L4029 in September
- Phone lines at the Township Hall- currently 7 lines being billed

Motion to accept changes to the agenda by Joel Vernier and Harold Day-all ayes from the board

***Budget Adjustments for 2024/2025:**

Governing Body:

- Trustees Salary +\$3200.00
- Fees and Meetings +\$549.00
- Professional Fees Attorney -\$5750.00
- RS Technology Equip/Software +\$1500.00
- RS Technology +\$3360.33
- C.P.A. +\$18,320.00
- Fire Hall SRT Term Loan +\$19,500.00
- B S&A (Data Processing) +\$4,438.00

Supervisor:

- Education and Training -\$400.00

Assessor:

- Assessor Contract +\$8,500.00
- Reappraisal Contract -\$8500.00

Resolution 8-20-25-11

Resolution to Establish Secord Township Ordinance Enforcement Officer Salary

WHEREAS, according to MCL41.95(3), in a township that does not hold an annual meeting, the salaries for the unelected employee's positions whom are working for the township shall be determined by the Secord Township Board and

WHEREAS, the Township Board deems that an adjustment of the Ordinance Enforcement Officer is warranted and in consideration to the cost of living and additional responsibilities taken by the employee since the salaries were last adjusted.

BE IT RESOLVED, that as of August 20, 2025 the salary of the Ordinance Enforcement Officer shall be as follows:

Salary: \$350.00/ Monthly

The foregoing resolution offered by Board Member Joel Vernier

Supported by Board Member _____

Following are the Board Members and their initials signifying approval of this Resolution:

Kristine Panetta, Clerk	<u>Y</u>
Cheryl Stiehl, Treasurer	<u>Y</u>
Joel Vernier, Supervisor	<u>Y</u>
Maria Alward, Trustee	<u>Y</u>
<u>Christine Grace</u> , Trustee	<u>Y</u>

The Supervisor declared the Resolution adopted on August 20, 2025

Kristine Panetta

Kristine Panetta

Secord Township Clerk

Resolution 8-20-25-12

Resolution to Establish Secord Township Zoning Officer Salary

WHEREAS, according to MCL41.95(3), in a township that does not hold an annual meeting, the salaries for the unelected employee's positions whom are working for the township shall be determined by the Secord Township Board and

WHEREAS, the Township Board deems that an adjustment of the Zoning Officer is warranted and in consideration to the cost of living and additional responsibilities taken by the employee since the salaries were last adjusted.

BE IT RESOLVED, that as of August 20, 2025 the salary of the Zoning Officer shall be as follows:

Salary: \$350.00/ Monthly

The foregoing resolution offered by Board Member Joel Vernier

Supported by Board Member _____

Following are the Board Members and their initials signifying approval of this Resolution:

Kristine Panetta, Clerk	<u>Y</u>
Cheryl Stiehl, Treasurer	<u>Y</u>
Joel Vernier, Supervisor	<u>Y</u>
Maria Alward, Trustee	<u>Y</u>
<u>Christine Grace</u> , Trustee	<u>Y</u>

The Supervisor declared the Resolution adopted on August 20, 2025



Kristine Panetta

Secord Township Clerk

Resolution 8-20-25-13

Resolution to Establish Secord Township Deputy Supervisor Salary

WHEREAS, according to MCL41.95(3), in a township that does not hold an annual meeting, the salaries for the unelected employee's positions whom are working for the township shall be determined by the Secord Township Board and

WHEREAS, the Township Board deems that an adjustment of the Deputy Supervisor is warranted and in consideration to the cost of living and additional responsibilities taken by the employee since the salaries were last adjusted.

BE IT RESOLVED, that as of August 20, 2025 the salary of the Deputy Supervisor shall be as follows:

Salary: \$500.00/ Monthly

The foregoing resolution offered by Board Member Joel Vernier

Supported by Board Member _____

Following are the Board Members and their initials signifying approval of this Resolution:

Kristine Panetta, Clerk	<u>Y</u>
Cheryl Stiehl, Treasurer	<u>Y</u>
Joel Vernier, Supervisor	<u>Y</u>
Maria Alward, Trustee	<u>Y</u>
<u>Cheestine Grace</u> , Trustee	<u>Y</u>

The Supervisor declared the Resolution adopted on August 20, 2025

Kristine Panetta

Kristine Panetta

Secord Township Clerk