

KEENE TOWNSHIP BOARD MEETING  
NOVEMBER 9, 2022

Present: R Simpson, B Hulliberger, K Albert, & T Hardy

Absent: C Wojcik

Robert started the meeting with the pledge at 7:PM.

Robert did a ceremony for Jean Burton & Harvey Noon. Robert talked about both of their services they gave to the Township over the years. A picture of Jean is now hung up in the hall with all her years of service as the Township Clerk. Jean's daughter shared a little bit of her Mom being the Clerk & Jean liked working with everyone.

Comments From Guest: Dan Briggs gave a Thank You to the Township for fixing Marble Road. Jeanne Thanked Harvey for all his years of service and working on all the different Boards.

Approval of the October Meeting Minutes, Motion made by Kara to approve the minutes, 2<sup>nd</sup> by Brett. Motion Passed

Treasurer Report: Kara gave the Treasurer Report giving the balances of the Keene Township's accounts.

Clerk's Report: Robert did go over a few of the higher bills like the gravel for the roads. A motion was made to pay the bills. Motion made by Brett, 2<sup>nd</sup> by Tami, Motion Passed. Tami also went over the election. 982 ballots were tabulated. Of the 982 ballots, 299 were Absentee Ballots. The election was busy but went really good. Tami said she has a great group of election workers.

Committee's Report: The Planning Commission met but minutes were not completed. The Commission will meet again in December. Jeanne went over the Keene Township Zoning Report. Robert talked about the rezoning 17 acres for Don & Tina Vroman. Vroman's want to sell their home on Hawley Hwy. & rezone as Agriculture/ Residential. Vroman's are asking to rezone from a LDR to a AR. Have a block of four dwellings. They include Vroman's, Dillere's, Albert's & Simpson's. Each parcel will be voted on separately & each dwelling will have to pay an application fee. The Board tabled this until the December meeting to vote Vroman's parcels. The Board will then vote on going from LDR to AG Residential. If any one of the other people want to change and have this voted at the December meeting they will have to pay and have

paperwork turned in before the December 14<sup>th</sup> Board meeting. (Just these four parcels). Motion made by Tami to table until the December meeting, Brett 2<sup>nd</sup> the motion. Motion Passed.

Supervisor Report: Robert gave a budget update. The report is from April 1<sup>st</sup> thru March 31<sup>st</sup>, with October being the half way point. Robert will revisit the budget at the January meeting. (See Attached)

Motion made to adjourn the meeting at 7:43 PM. Motion made by Tami, 2<sup>nd</sup> by Brett. Motion Passed

Submitted by Tami Hardy

## KEENE TOWNSHIP Profit & Loss Budget vs. Actual April 2022 through March 2023

	Apr '22 - Mar 23	Budget	\$ Over Budget
265-700 · Townhall			
265-775 · Maintenance	0.00	400.00	-400.00
265-900 · Printing & publishing	1,593.22	1,800.00	-206.78
265-910 · Insurance	4,896.00	4,800.00	296.00
265-920 · Utilities	3,652.44	7,200.00	-3,547.56
265-956 · Miscellaneous	351.59	0.00	351.59
265-969 · Dumpsters	1,095.00		
265-970 · Capital Outlay	4,875.00	0.00	4,875.00
<b>Total 265-700 · Townhall</b>	<b>16,463.25</b>	<b>14,000.00</b>	<b>2,463.25</b>
340-700 · Fire protection			
340-740 · Saranac fire department	60,969.90	33,650.00	27,319.90
340-741 · Belding fire department	5,864.69	5,900.00	-35.31
340-850 · SARANAC NEW	0.00	12,700.00	-12,700.00
<b>Total 340-700 · Fire protection</b>	<b>66,834.59</b>	<b>52,250.00</b>	<b>14,584.59</b>
400-700 · Planning commission			
400-702 · Wages	0.00	1,600.00	-1,600.00
<b>Total 400-700 · Planning commission</b>	<b>0.00</b>	<b>1,600.00</b>	<b>-1,600.00</b>
410-700 · Zoning administrator			
410-702 · Salary	6,920.00	10,380.00	-3,460.00
410-727 · Office supplies	0.00	200.00	-200.00
<b>Total 410-700 · Zoning administrator</b>	<b>6,920.00</b>	<b>10,580.00</b>	<b>-3,660.00</b>
411-700 · Zoning board of appeals			
411-702 · Wages	0.00	240.00	-240.00
<b>Total 411-700 · Zoning board of appeals</b>	<b>0.00</b>	<b>240.00</b>	<b>-240.00</b>
444-800 · Roads			
444-801 · Road maintenance	60,050.47	55,000.00	5,050.47
444-802 · Brining	20,813.76	24,000.00	-3,186.24
444-803 · Mowing	3,021.00	3,000.00	21.00
444-820 · Roads miscellaneous	542.23		
<b>Total 444-800 · Roads</b>	<b>84,427.46</b>	<b>82,000.00</b>	<b>2,427.46</b>
445-700 · Ambulance			
445-800 · Contracted service	8,080.89	10,000.00	-1,919.11
<b>Total 445-700 · Ambulance</b>	<b>8,080.89</b>	<b>10,000.00</b>	<b>-1,919.11</b>
446-900 · Drains			
446-930 · Drain maintenance	0.00	2,500.00	-2,500.00
<b>Total 446-900 · Drains</b>	<b>0.00</b>	<b>2,500.00</b>	<b>-2,500.00</b>
6300 · Repairs			
6310 · Building Repairs	725.00		
<b>Total 6300 · Repairs</b>	<b>725.00</b>		
6560 · Payroll Expenses	66.00	300.00	-234.00
942-700 · Township FICA			
942-723 · Medicare employer	498.67	800.00	-301.33
<b>Total 942-700 · Township FICA</b>	<b>498.67</b>	<b>800.00</b>	<b>-301.33</b>
944-700 · Pension			
944-722 · Pension plan	2,255.00	4,800.00	-2,545.00
<b>Total 944-700 · Pension</b>	<b>2,255.00</b>	<b>4,800.00</b>	<b>-2,545.00</b>
<b>Total Expense</b>	<b>247,870.37</b>	<b>271,570.04</b>	<b>-23,699.67</b>
<b>Net Ordinary Income</b>	<b>44,620.99</b>	<b>5,350.74</b>	<b>39,270.25</b>
<b>Net Income</b>	<b>44,620.99</b>	<b>5,350.74</b>	<b>39,270.25</b>

**KEENE TOWNSHIP**  
**Profit & Loss Budget vs. Actual**  
 April 2022 through March 2023

Ordinary Income/Expense	Apr '22 - Mar 23	Budget	\$ Over Budget
<b>Income</b>			
4160 · Miscellaneous Income	83,811.24	0.00	83,811.24
4170 · Program Fees	1,100.00		
440 · Current township taxes	46,879.57	46,000.00	879.57
440.1 · Delinquent taxes	3,437.94	1,870.78	1,567.16
443 · Delinquent property taxes	311.89	0.00	311.89
444 · Voted Fire Millage	0.00	34,000.00	-34,000.00
450 · Twp Cleanup Income	344.00		
501 · Building permits	1,800.00	1,800.00	0.00
501.1 · Land lot splits	200.00	850.00	-650.00
501.3 · Special Use Permit	650.00	800.00	-150.00
510 · Marijuana License Fees	1,000.00		
554 · Cemetery lot sales	150.00		
574 · State revenue sharing	126,583.00	165,000.00	-38,417.00
807 · Administrative fee	21,630.14	21,000.00	630.14
808 · Delinquent Tax Admin Fees	0.00	2,000.00	-2,000.00
871 · Interest earning checking	104.48	150.00	-45.52
875 · Telecom	4,489.10	3,450.00	1,039.10
<b>Total Income</b>	<b>292,491.36</b>	<b>276,920.78</b>	<b>15,570.58</b>
<b>Gross Profit</b>	<b>292,491.36</b>	<b>276,920.78</b>	<b>15,570.58</b>
<b>Expense</b>			
103-700 · Township Board			
103-702 · Salaries, trustees	2,749.95	4,400.00	-1,650.05
103-825 · Community Services			
103-826 · Township Cleanup Day	0.00	5,000.00	-5,000.00
<b>Total 103-825 · Community Services</b>	<b>0.00</b>	<b>5,000.00</b>	<b>-5,000.00</b>
103-880 · Dues and seminars	2,330.21	2,200.00	130.21
103-956 · Miscellaneous	1,138.53	500.00	638.53
<b>Total 103-700 · Township Board</b>	<b>6,218.69</b>	<b>12,100.00</b>	<b>-5,881.31</b>
175-700 · Supervisor			
175-702 · Salary	7,333.36	11,000.04	-3,666.68
175-727 · Office supplies	83.79		
175-880 · Mileage	88.00	120.00	-32.00
<b>Total 175-700 · Supervisor</b>	<b>7,505.15</b>	<b>11,120.04</b>	<b>-3,614.89</b>
195-700 · Elections			
195-702 · Wages	3,175.00	4,500.00	-1,325.00
195-727 · Elections - Supplies	2,537.25	4,800.00	-2,262.75
195-880 · Elections - Mileage	0.00	600.00	-600.00
195-700 · Elections - Other	100.00		
<b>Total 195-700 · Elections</b>	<b>5,812.25</b>	<b>9,900.00</b>	<b>-4,087.75</b>
202-700 · Assessor			
202-702 · Salary	9,520.20	14,000.00	-4,479.80
202-727 · Office supplies	127.50	800.00	-672.50
<b>Total 202-700 · Assessor</b>	<b>9,647.70</b>	<b>14,800.00</b>	<b>-5,152.30</b>
215-700 · Clerk			
215-702 · Salary	8,666.64	13,000.00	-4,333.36
215-703 · Deputy clerk	1,494.50	3,000.00	-1,505.50
215-727 · Office supplies	0.00	200.00	-200.00
215-880 · Mileage	118.50	400.00	-281.50
<b>Total 215-700 · Clerk</b>	<b>10,279.64</b>	<b>16,600.00</b>	<b>-6,320.36</b>
232-700 · Audit & Legal			
232-801 · Audit fees	900.00	2,400.00	-1,500.00
232-802 · Legal fees	2,860.00	1,200.00	1,660.00
<b>Total 232-700 · Audit &amp; Legal</b>	<b>3,760.00</b>	<b>3,600.00</b>	<b>160.00</b>
247-700 · Board of review			
247-702 · Wages	0.00	840.00	-840.00
247-880 · Mileage & training	0.00	240.00	-240.00
<b>Total 247-700 · Board of review</b>	<b>0.00</b>	<b>1,080.00</b>	<b>-1,080.00</b>
253-700 · Treasurer			
253-702 · Wages	8,666.64	13,000.00	-4,333.36
253-727 · Expenses	1,018.94	1,500.00	-481.06
253-880 · Mileage	290.50	400.00	-109.50
<b>Total 253-700 · Treasurer</b>	<b>9,976.08</b>	<b>14,900.00</b>	<b>-4,923.92</b>
262-700 · Cemetery			
262-702 · Contract wages mowing	6,600.00	6,600.00	0.00
262-703 · Contract wages Sexton	1,200.00	1,800.00	-600.00
262-775 · Maintenance	600.00	0.00	600.00
<b>Total 262-700 · Cemetery</b>	<b>8,400.00</b>	<b>8,400.00</b>	<b>0.00</b>

## BALLOT SUMMARY

**WE CERTIFY THE FOLLOWING:**

**NUMBER OF BALLOTS DELIVERED TO PRECINCT:**

A. Number of unvoted official ballots delivered to precinct:

Ballot Style	Starting No.	Ending No.	Count
B	00002070	00002275	206
L	00001090	00001400	311
S	00000152	00000600	449
			966

B. Number of absentee voter return envelopes received by board: 299

**C. Total of lines A and B (Must match Line K below): 1265**

**NUMBER OF BALLOTS AT CLOSE POLLS:**

D. Number of ballots tabulated: 982

E. Number of AV ballot envelopes delivered to precinct which did not contain a ballot or were not processed for any reason: 0

F. Number of ballots reissued to voters who spoiled their ballot at the polling place (spoiled or defective ballots): 6

G. Number of ballots rejected: 0

H. Number of ballots used by election inspectors for ballot duplications: 1

I. Number of provisional envelope ballots issued: 0

J. Number of UNUSED BALLOTS (excess ballots):

Ballot Style	Starting No.	Ending No.	Count
B	00002205	00002275	71
L	00001351	00001400	50
S	00000446	00000600	155
			276

**K. Total of Lines D, E, F, G, H, I and J (Must match Line C above): 1265**

11/08/2022 - STATE GENERAL - KEENE TOWNSHIP

Precinct 00001

## BALLOT SUMMARY

L. Difference:

0

# ABSENTEE BALLOTS INFORMATION POSTING

DATE OF ELECTION: 11-8-2022

NAME OF JURISDICTION: Keene

COUNTY OF: Town

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*Complete and post before 8:00 a.m. on election day.*

Number of absent voter ballots distributed to absent voters: 299  
Number of absent voter ballots returned before election day: 274  
Number of absent voter ballots delivered for processing: 4

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*Complete and post before 9:00 p.m. on election day.*

Number of absent voter ballots returned on election day: 25  
Number of absent voter ballots returned both before and  
on election day: 299  
Number of absent voter ballots returned both before and  
on election day which were delivered for processing: 299

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*Complete and post immediately after all precinct returns are delivered.*

Number of absent voter ballots returned by voters: 299  
Number of absent voter ballots received at the precincts  
or absent voter counting board(s) for processing: 299