GERRISH TOWNSHIP
Kathleen Patchin, Clerk
2997 E. Higgins Lake Drive
Roscommon, MI 48653
(989) 821-9313 (telephone)
(989) 821-8627 (fax)

Clerk Patchin Report
June 2016

Attended and prepared for the following meetings:
~June 2, 2016 Work Session
~June 9, 2016 Assessor Interviews

Prepared Minutes and completed action on minutes

May 24th attended the County Training for the 2016 Election Cycle.

Participated in the Community Build Playground Project

Continually preparing for the upcoming August 2nd Primary Election

AP's and Payroll processing, monthly taxes and quarterly taxes

General ledger accounting