

Conway Township

Regular Meeting

October 19, 2021

7:00 pm

AGENDA

Call to Order and Pledge of Allegiance

Roll Call

Consent Agenda Approval

1. October 19, 2021 Board Meeting Minutes
2. October 11, 2021 Planning Meeting Minutes
3. October 2, 2021 Cemetery Meeting Minutes
4. Hall Rental Report
5. Disbursements/Payroll Report/Budget Report
6. Credit Card Statement
7. Attorney Invoices
8. Recreation Report

Call to the Public

Approval of Board Meeting Agenda

Communications

Unfinished Business

New Business

9. APA Workshop
10. MTPP NetGuard Plus Application
11. Photo Contest Submission Form
12. School Summer Tax Collection
13. RESOLUTION 211116-01 Office Assistant Wages
14. Budget Amendment

Board Member Discussion

Call to the Public

Adjournment

CONWAY TOWNSHIP POLICY No. 7

PUBLIC COMMENT AND CONDUCT POLICY

Conway Township Board recognizes its obligation to obtain and the benefits to be received from public comments on matters pending before the Board. To provide an orderly and efficient manner to obtain public comment and to provide the public with an opportunity to participate in public meetings, the Conway Township Board hereby adopts the following policy for public comment and conduct at public meetings:

1. Public comment is restricted to only those times designated for public comment on the agenda, unless permitted otherwise by the chairperson or a majority of the Board. All persons addressing the Board shall comment only after being recognized by the chairperson conducting the meeting.
2. No individual speaker shall be permitted to speak more than 3 minutes regardless of topic and no time may be transferred or assigned by others to the speaker as to extend the 3-minute time limit. At the discretion of the chairperson, a speaker may be allowed to comment further than the three-minute limit. Alternatively, the chairperson may direct the speaker to submit further comment to the Board in writing at a later date.
3. When recognized by the chairperson to speak, the individual recognized shall approach and speak from the podium or location designated by the chairperson and shall not deviate from the location. When the speaker is advised by the chairperson to stop speaking when time has expired, the speaker shall cease speaking and be seated.
4. Prior to addressing the Board, each speaker shall first state for the record the speaker's name and address, the subject on which the speaker will speak, and state whether the speaker represents an organization or other person, and identify such organization or person. All remarks shall be addressed to the Board as a whole and not to any member thereof specifically or any other member of the public. Public comment is not intended to require Board members or Township staff to provide any answer to the speaker. Discussions between speakers and members of the audience will not be permitted.
5. Only one speaker will be acknowledged at a time. In the event that a group of persons supporting or opposing the same position desires to be heard, in the interest of time, a person shall be designated to express the group's concern. A maximum of three speakers may speak on the same subject unless otherwise allowed by a vote of the majority of members of the Board present. The Board may direct other persons to submit comments to the Board in writing in the same manner as designated above.
6. Public comments must be presented in a respectful manner and participants shall conduct themselves in an orderly and civil manner. Comments or language of a lewd, insulting, or provocative nature shall not be permitted. No person shall disrupt the Board and/or partake in behavior that becomes hostile, argumentative or threatens the public or an individual's safety, or is disruptive to the meeting. No person shall utilize any profane or obscene speech or gesture.
7. Violation of any provision of this policy shall be deemed a breach of the peace and such person will be asked to leave. If the person being asked to leave does not voluntarily leave or cease the behavior, the person may be ejected and law enforcement may be called to remove the person.
8. Any person shall have the right to tape record, videotape or broadcast the proceedings of the Township Board, but shall not utilize the electric outlets of the Township without prior permission of the Township Clerk. Any tape recording, video camera or other camera utilized by any such person, shall be kept at least ten feet from all members of the Board and shall not be placed behind them.

This policy may be adopted for use by other boards, commissions, and committees of the Township. This policy or a summary of it may be placed on the back of the meeting agenda or made available with the meeting agenda.

Unapproved Minutes
Of the October 19, 2021
Conway Township
Regular Board Meeting
7:00 pm

REGULAR MEETING

Supervisor Grubb called the meeting to order at 7:00 p.m. with the pledge of allegiance to the American flag.

Present: Whitt, W. Grubb. St. Charles, Pushies. Absent: D. Grubb.

Motion to approve Consent Agenda. Motion by Whitt. Support by St. Charles. Roll Call: St. Charles – yes, W. Grubb – yes, Whitt - yes, Pushies – no. Motion approved.

Motion to amend the Board Meeting Agenda with the deletion of item #11– MD Asphalt, replaced with #11 – Budget Amendment, addition of #12 – Internal Control, and #13 – Forensic Audit. Offer by W. Grubb. Support by Pushies. Motion approved.

Motion to amend the general fund budget to include a line item for the assessing department to attend seminars. Offer by Whitt. Support by St. Charles. Roll Call: St. Charles – yes, W. Grubb – yes, Pushies – Yes, Whitt – yes. Motion approved.

Motion to develop, implement, and enforce Internal Control mechanisms for all departments with the assistance of Ken J. Palka, CPA, as discussed at the September 2021 Board of Trustee's meeting. Offer by Pushies. Support by Whitt. Roll Call: Pushies- Yes, St. Charles - yes, Whitt - no, W. Grubb - no. Motion failed to carry support.

Motion to conduct/perform a complete forensic accounting audits for the last three fiscal years and the current fiscal year by an independent third party auditor including but not limited to any/all Conway Township accounts, books, ledgers, statements, and/or as deemed necessary by the auditor in charge. Immediately upon completion, the entire results of each audit will be emailed directly to each current Conway Township Board of Trustee official by the auditor in charge. Offer by Pushies. Support by St. Charles. Roll Call: Whitt - no, W. Grubb - no, St. Charles - yes, Pushies - yes. Motion failed to carry support.

Motion to adjourn at 8:09 pm. Motion by W. Grubb. Support by Whitt. Motion approved.

Elizabeth Whitt, Township Clerk

Nanci Forster, Deputy Clerk

Conway Township Planning Commission Meeting Minutes

October 11, 2021

Conway Township Hall – 8015 N. Fowlerville Rd., Fowlerville, MI

Agenda	Items Discussed	Actions to be Taken
Attendees	<ul style="list-style-type: none">• Public: Two attendees• Township Board Members: Anthony St. Charles• Planning Commission Members present: Keith Wasilenski, Dave Whitt, Kelly Ralko and George Pushies (Ex-Officio member)• Planning Commission Members absent – Londa Horton, Meghan Swain-Kuch, Chuck Skwirsk• Zoning Administrator: Todd Thomas, absent• Livingston County Planning Commissioner: Dennis Bowdoin, present• Township Attorney: Abby Cooper (not asked to attend)• Township Planner: Chris Atkin, present	
Call to Order and Pledge to Flag	<p>Chair Keith Wasilenski called the Conway Township Planning Commission meeting to order at 7:00pm and led in the Pledge of Allegiance. He requested for a volunteer from present commission members to fill in as secretary in Londa's absence, no volunteers.</p> <p>Motion by George Pushies to adjourn meeting. Second by Dave Whitt.</p> <p>Roll Call vote Londa Horton - absent, George Pushies - Yes, Kelly Ralko - Yes, Chuck Skwirsk - absent, Meghan Swain-Kuch - absent, Keith Wasilenski - No, Dave Whitt - Yes. Motion Passed</p> <p>Meeting Adjourned at 7:02 pm</p> <p>The next meeting is November 8, 2021, at 7pm.</p>	

Cemetery Meeting Notes October 2, 2021

Meeting started at 9:00 AM

Present: Ed Adams, Liz Whitt, Nanci Forster, Gabi Bresett, and Debbie Grubb

Absent: Gary Klein, Jeff Klein, Lauren Adams, and Dave Whitt

We started out measuring plots going into the new section at Antrim Cemetery. We started measuring from the fence on the East and West and worked inward to the drive. The plot measurements were not completed. The new section will still need to be finished. Next, we discussed sending out for quotes for cemetery maintenance when our current contract expires. Also, discussed was getting quotes for a tree service to come in to take out some trees and clear larger bushes. We decided that in the fall, we should have a meeting, to go over what we would expect of a maintenance company. We would like committee members to create a list of items, they feel, should be addressed by the maintenance company.

Meeting adjourned at 11:00 AM.

Next meeting is scheduled for October 16, 2021 at 9:00 AM at Antrim Cemetery.

Secretary

Debbie Grubb

Conway Township Rental Report

Hall rental details:

Rental fee: \$150 for residents of Conway Township, \$300 for non-residents, funerals 1/2 of rental fee.

We currently have 5 different hall attendants/monitors

Canceled

None

Rescheduled

None

Completed

- 10-24-21 Vivianne Klaus, resident, Baby Shower

Future hall rentals

- 3-24-22 Laurie Fields, resident, Bridal Shower

Conway Township - Cemetery Fund #150

Check Detail

October 17 through November 11, 2021

Type	Num	Date	Name	Item	Account	Paid Amount	Original Amount
Bill Pmt -Check	178	10/26/2021	Great Lakes Outdoor Services		002.000 · Chase savings #251001463254		-1,098.53
Bill	INV0543	10/26/2021			662.000 · Foundations	-1,098.53	1,098.53
						-1,098.53	1,098.53
Bill Pmt -Check	179	11/09/2021	Great Lakes Outdoor Services		002.000 · Chase savings #251001463254		-1,500.00
Bill	INV0545	11/03/2021			276.801 · Lawn Mowing	-1,500.00	1,500.00
						-1,500.00	1,500.00

Conway Township
Check Detail
October 17 through November 11, 2021

Type	Num	Date	Name	Account	Paid Amount
Check	ACH	10/18/2021	Municipal Employees Retirement System	001.001 · Chase - General Fund	
				204.000 · Payroll Liabilities	-867.91
					-867.91
Bill Pmt -Check	ACH	10/19/2021	JP Morgan Chase	001.001 · Chase - General Fund	
Bill	4246315282623154	10/06/2021		102.726 · Supplies	-193.91
				257.969 · Seminars & Workshops	-406.25
				215.969 · Seminars & Workshops	-488.48
				103.969 · Seminars and Workshops	-158.48
				171.969 · Seminars & Workshops	-158.48
				253.969 · Seminars & Workshops	-335.79
				102.726 · Supplies	-268.80
				265.859 · Internet & Phones	-330.76
				265.859 · Internet & Phones	-43.55
				102.726 · Supplies	-42.82
					-2,427.32
Bill Pmt -Check	11569	10/26/2021	Applied Imaging	001.001 · Chase - General Fund	
Bill	1822882	10/14/2021		265.930 · Equipment Maintenance	-123.15
					-123.15
Bill Pmt -Check	11570	10/26/2021	Bear Water Treatment	001.001 · Chase - General Fund	
Bill	97112	10/26/2021		265.930 · Equipment Maintenance	-46.50
					-46.50
Bill Pmt -Check	11571	10/26/2021	Carlisle Wortman Associates, Inc	001.001 · Chase - General Fund	
Bill	2162377	10/14/2021		266.721 · Planning Commission	-315.00
					-315.00
Bill Pmt -Check	11572	10/26/2021	Cooper & Riesterer, PLC	001.001 · Chase - General Fund	
Bill	43202	10/20/2021		266.103 · Attorney	-1,584.00
					-1,584.00
Bill Pmt -Check	11573	10/26/2021	H & H Publication	001.001 · Chase - General Fund	
Bill	40787	10/06/2021		102.900 · Printing & Publishing	-117.50
					-117.50
Bill Pmt -Check	11574	10/26/2021	Karen Page	001.001 · Chase - General Fund	
Bill		10/13/2021		102.970 · Mileage	-204.00
					-204.00
Bill Pmt -Check	11575	10/26/2021	Knock 'Em Out Pest Control	001.001 · Chase - General Fund	
Bill	36199	10/05/2021		265.935 · Building Maintenance	-145.00

Conway Township

Check Detail

October 17 through November 11, 2021

-145.00

Bill Pmt -Check	11576	10/26/2021	Michigan Assessors Association	001.001 · Chase - General Fund	
Bill		10/20/2021		102.801 · Memberships & Dues	-90.00
					<u>-90.00</u>
Bill Pmt -Check	11577	10/26/2021	Michigan Municipal Treasurers Association	001.001 · Chase - General Fund	
Bill	5093	10/19/2021		102.801 · Memberships & Dues	-75.00
					<u>-75.00</u>
Bill Pmt -Check	11578	10/26/2021	PFEFFER-HANNIFORD-PALKA	001.001 · Chase - General Fund	
Bill		10/19/2021		266.955 · Auditor	-7,500.00
					<u>-7,500.00</u>
Bill Pmt -Check	11579	10/26/2021	R.I. Thomas Property Maintenance	001.001 · Chase - General Fund	
Bill		10/26/2021		265.935 · Building Maintenance	-420.00
					<u>-420.00</u>
Bill Pmt -Check	11580	10/26/2021	Stericycle, Inc.	001.001 · Chase - General Fund	
Bill	8000124571	10/20/2021		265.935 · Building Maintenance	-114.19
					<u>-114.19</u>
Bill Pmt -Check	11581	10/26/2021	Tony St. Charles	001.001 · Chase - General Fund	
Bill		10/20/2021		102.726 · Supplies	-8.73
					<u>-8.73</u>
Bill Pmt -Check	11582	10/26/2021	Great Lakes Outdoor Solutions	001.001 · Chase - General Fund	
Bill	INV0544	10/26/2021		265.802 · Landscaping	-3,400.00
					<u>-3,400.00</u>
Check	11583	10/30/2021	Post Master	001.001 · Chase - General Fund	
				102.910 · Postage	-80.00
					<u>-80.00</u>
Bill Pmt -Check	11584	11/09/2021	Asphalt MD	001.001 · Chase - General Fund	
Bill	1185	10/30/2021		265.970 · Parking Lot	-2,809.00
					<u>-2,809.00</u>
Bill Pmt -Check	11586	10/28/2021	Point&Pay	001.001 · Chase - General Fund	
					0.00
Bill Pmt -Check	11587	11/09/2021	Amazon Capital Services	001.001 · Chase - General Fund	
Bill		11/01/2021		102.726 · Supplies	-84.20
					<u>-84.20</u>

Conway Township

Check Detail

October 17 through November 11, 2021

-84.20

Bill Pmt -Check	11588	11/09/2021	Applied Imaging	001.001 · Chase - General Fund	
Bill	183840	11/03/2021	265.930 · Equipment Maintenance	-70.43	
				-70.43	
Bill Pmt -Check	11589	11/09/2021	Debbie Grubb	001.001 · Chase - General Fund	
Bill		10/18/2021	253.969 · Seminars & Workshops	-453.75	
				-453.75	
Bill Pmt -Check	11590	11/09/2021	Elizabeth Whitt	001.001 · Chase - General Fund	
Bill		11/03/2021	102.970 · Mileage	-33.04	
			680.000 · Election Reimburse	-18.74	
			102.726 · Supplies	-4.24	
				-56.02	
Bill Pmt -Check	11591	11/09/2021	Gabi Bresett	001.001 · Chase - General Fund	
Bill		11/03/2021	102.970 · Mileage	-9.29	
			680.000 · Election Reimburse	-19.47	
				-28.76	
Bill Pmt -Check	11592	11/09/2021	Granger	001.001 · Chase - General Fund	
Bill	23099343	11/09/2021	265.935 · Building Maintenance	-44.99	
				-44.99	
Bill Pmt -Check	11593	11/09/2021	Great Lakes Outdoor Solutions	001.001 · Chase - General Fund	
Bill	INV0546	11/03/2021	265.801 · Lawn Mowing	-300.00	
				-300.00	
Bill Pmt -Check	11594	11/09/2021	H & H Publication	001.001 · Chase - General Fund	
Bill	40885	11/03/2021	102.900 · Printing & Publishing	-392.50	
				-392.50	
Bill Pmt -Check	11595	11/09/2021	Jim the Phone Man	001.001 · Chase - General Fund	
Bill	2991	11/01/2021	265.935 · Building Maintenance	-210.00	
				-210.00	
Bill Pmt -Check	11596	11/09/2021	Livingston County Municipal Clerks Associ	001.001 · Chase - General Fund	
Bill		11/09/2021	215.969 · Seminars & Workshops	-60.00	
				-60.00	
Bill Pmt -Check	11597	11/09/2021	Michigan Municipal Treasurers Association	001.001 · Chase - General Fund	
Bill	5160	11/09/2021	253.969 · Seminars & Workshops	-15.00	
				-15.00	

Conway Township

Check Detail

October 17 through November 11, 2021

Bill Pmt -Check	11598	11/09/2021	Nanci Forster	001.001 · Chase - General Fund	
Bill		10/30/2021		102.970 · Mileage	-29.57
Bill		11/03/2021		680.000 · Election Reimburse	-12.47
					<hr/> -42.04
Bill Pmt -Check	11599	11/09/2021	NetSmart Plus	001.001 · Chase - General Fund	
Bill	1835344	11/01/2021		265.859 · Internet & Phones	-1,644.48
					<hr/> -1,644.48
Bill Pmt -Check	11600	11/09/2021	Tony St. Charles	001.001 · Chase - General Fund	
Bill		11/03/2021		102.726 · Supplies	-63.15
					<hr/> -63.15
Bill Pmt -Check	11601	11/09/2021	Total Security Solutions	001.001 · Chase - General Fund	
Bill	1017490	11/02/2021		265.950 · ARPA Fund Expenses	-4,714.50
					<hr/> -4,714.50
Bill Pmt -Check	11602	11/09/2021	William Grubb	001.001 · Chase - General Fund	
Bill		11/09/2021		102.970 · Mileage	-67.87
					<hr/> -67.87
				Total	-28,574.99

Conway Township Trust & Agency Fund #701

Check Detail

October 16 through November 11, 2021

Type	Num	Date	Name	Item	Account	Paid Amount	Original Amount
Check	1061	10/26/2021	Vivian Klaus		001.000 · Cash -		-200.00
					215.000 · Hall Security Deposit	-200.00	200.00
						-200.00	200.00
Check	1062	10/26/2021	Row Crop LLC		001.000 · Cash -		-190.28
					245 · Row Crop, LLC Escrow	-190.28	190.28
						-190.28	190.28
Check	1063	10/26/2021	Row Crop LLC		001.000 · Cash -		-2,500.00
					246 · Row Crop LLC Performance Escrow	-2,500.00	2,500.00
						-2,500.00	2,500.00

Conway Township
Journal
October 18, 2021

Trans #	Type	Date	Num	Memo	Account	Debit	Credit
11,962	General Journal	10/18/2021	EAW JE#14	Fica ER	102.704 · Payroll Taxes	937.41	
				Med ER	102.704 · Payroll Taxes	219.26	
				Invoice	102.710 · Payroll Billing	161.80	
				Township Board:Salaries Wages	103.702 · Salaries Wages	174.99	
				Supervisor's Office:Salaries	171.702 · Salaries	1,809.58	
				Federal PRT Liability	210 · Federal PRT Liability	3,192.06	
				Clerk's Office:Salaries & Wages	215.702 · Salaries & Wages	2,061.91	
				Clerk's Office:Deputies Wages	215.703 · Deputies Wages	1,925.00	
				Michigan Withholding Liability	218 · Michigan Withholding Liability	640.05	
				Board of Review:Salaries & Wages	247.702 · Salaries & Wages	375.00	
				Treasurer's Office:Salaries & Wages	253.702 · Salaries & Wages	1,940.08	
				Treasurer's Office:Deputies Salaries	253.703 · Deputies Salaries	1,940.00	
				Assessor:Salaries	257.702 · Salaries	2,747.33	
				Building & Grounds:Hall Monitor Salary	265.702 · Hall Monitor Salary	75.00	
				Cemetery:Salaries	276.702 · Salaries	295.00	
				Planning & Zoning:Salaries	721.702 · Salaries	1,700.99	
				Recreation Association:Salaries	738.702 · Salaries	75.00	
				Direct Deposits	001.001 · Chase - General Fund		11,576.53
				Invoice	001.001 · Chase - General Fund		161.80
				Payroll Taxes	001.001 · Chase - General Fund		3,832.11
				Payroll Liabilities	204.000 · Payroll Liabilities		867.91
				Fed Wh	210 · Federal PRT Liability		878.72
				Fica ER	210 · Federal PRT Liability		937.41
				Fica Wh	210 · Federal PRT Liability		937.41
				Med ER	210 · Federal PRT Liability		219.26
				Med Wh	210 · Federal PRT Liability		219.26
				Michigan Withholding Liability	218 · Michigan Withholding Liability		640.05
						20,270.46	20,270.46
11,996	Check	10/18/2021	ACH		001.001 · Chase - General Fund		867.91
					204.000 · Payroll Liabilities	867.91	
						867.91	867.91
						<u>21,138.37</u>	<u>21,138.37</u>

Conway Township - Cemetery Fund #150
Profit & Loss Budget vs. Actual
April 1 through November 11, 2021

	<u>Apr 1 - Nov 11, 21</u>	<u>Budget</u>	<u>\$ Over Budget</u>	<u>% of Budget</u>
Income				
500.000 · Transfer from General Fund	0.00	30,000.00	-30,000.00	0.0%
660.000 · Lot sales	800.00	4,000.00	-3,200.00	20.0%
661.000 · Burial Fee	1,400.00	3,000.00	-1,600.00	46.67%
662.000 · Foundations	-72.72	0.00	-72.72	100.0%
664.000 · Interest Income	0.00	0.00	0.00	0.0%
674.000 · Donations	0.00	0.00	0.00	0.0%
690.000 · Other Revenues	0.00	0.00	0.00	0.0%
695.00 · Stone Restoration	0.00	0.00	0.00	0.0%
Total Income	<u>2,127.28</u>	<u>37,000.00</u>	<u>-34,872.72</u>	<u>5.75%</u>
Expense				
265.960 · Payroll Taxes	0.00	0.00	0.00	0.0%
265.963 · Property Taxes	0.00	0.00	0.00	0.0%
276.702 · Salaries	0.00	2,000.00	-2,000.00	0.0%
276.801 · Lawn Mowing	9,000.00	15,000.00	-6,000.00	60.0%
276.850 · Contracted Labor	0.00	2,000.00	-2,000.00	0.0%
276.860 · Software Fees	0.00	1,200.00	-1,200.00	0.0%
276.930 · Repair & Maintenance	2,600.00	25,000.00	-22,400.00	10.4%
276.955 · Maintenance	0.00	600.00	-600.00	0.0%
276.959 · Construction	0.00	0.00	0.00	0.0%
276.964 · Reimburse of Burial Site	0.00	0.00	0.00	0.0%
276.995 · Other	-1.00	0.00	-1.00	100.0%
66000 · Payroll Expenses	0.00	0.00	0.00	0.0%
696 · Military Stone Restoration	0.00	0.00	0.00	0.0%
993.00 · Stone Preservation	0.00	0.00	0.00	0.0%
995.000 · Miscellaneous	0.00	0.00	0.00	0.0%
Total Expense	<u>11,599.00</u>	<u>45,800.00</u>	<u>-34,201.00</u>	<u>25.33%</u>
Net Income	<u><u>-9,471.72</u></u>	<u><u>-8,800.00</u></u>	<u><u>-671.72</u></u>	<u><u>107.63%</u></u>

Conway Township
Profit & Loss Budget vs. Actual
April 1 through November 11, 2021

	Apr 1 - Nov 11, 21	Budget	\$ Over Budget	% of Budget
Ordinary Income/Expense				
Income				
366.350 · Trans in - Daisy Lane Fund	0.00	0.00	0.00	0.0%
366.450 · Trans in - Trust & Agency	0.00	0.00	0.00	0.0%
402.000 · Taxes - General	6,727.59	120,000.00	-113,272.41	5.61%
403.000 · Taxes - Admin fees	18,891.41	41,000.00	-22,108.59	46.08%
409.000 · Taxes - SET fee	472.50	700.00	-227.50	67.5%
411.000 · Dog licenses	18.00	85.00	-67.00	21.18%
435.000 · Sale of assets	0.00	0.00	0.00	0.0%
450.000 · Licenses & Permits	4,414.75	6,000.00	-1,585.25	73.58%
455.000 · Research Fees	101.98	0.00	101.98	100.0%
478.000 · Set Fee Retained	0.00	0.00	0.00	0.0%
560.000 · Metro Act Fee	0.00	0.00	0.00	0.0%
573.000 · LCSA PPT Reimbursement	4,505.76	5,400.00	-894.24	83.44%
574.000 · State Revenue Sharing	238,682.00	314,000.00	-75,318.00	76.01%
664.000 · Interest & Dividends	656.52	1,100.00	-443.48	59.68%
667.000 · Rent	375.00	1,500.00	-1,125.00	25.0%
671.000 · Misc. Revenues	178.19	1,500.00	-1,321.81	11.88%
676.000 · Cemeterial Lots/Burial	0.00	0.00	0.00	0.0%
677.000 · General Reimbursements	0.00	500.00	-500.00	0.0%
678.000 · Grant Reimbursement	0.00	0.00	0.00	0.0%
679.000 · Election Grant - HAVA	0.00	0.00	0.00	0.0%
680.000 · Election Reimburse	2,290.16	3,000.00	-709.84	76.34%
699.000 · Transfer in - Road Fund	0.00	0.00	0.00	0.0%
699.701 · Transfer In - Trust & Agency	0.00	0.00	0.00	0.0%
700.701 · Escrow Revenues	0.00	0.00	0.00	0.0%
Total Income	277,313.86	494,785.00	-217,471.14	56.05%
Cost of Goods Sold				
50000 · Cost of Goods Sold	0.00	0.00	0.00	0.0%
Total COGS	0.00	0.00	0.00	0.0%
Gross Profit	277,313.86	494,785.00	-217,471.14	56.05%
Expense				
102.000 · Unallocated				
102.702 · Receptionist salary	0.00	0.00	0.00	0.0%
102.704 · Payroll Taxes	7,360.95	12,000.00	-4,639.05	61.34%
102.710 · Payroll Billing	1,080.50	2,500.00	-1,419.50	43.22%
102.726 · Supplies	1,530.54	7,500.00	-5,969.46	20.41%
102.801 · Memberships & Dues	5,551.33	5,500.00	51.33	100.93%
102.805 · Appropriation Senior Center	1,000.00	1,000.00	0.00	100.0%
102.900 · Printing & Publishing	4,041.50	7,500.00	-3,458.50	53.89%
102.910 · Postage	1,537.75	5,000.00	-3,462.25	30.76%
102.970 · Mileage	1,986.78	5,000.00	-3,013.22	39.74%
102.971 · Miscellaneous	0.00	200.00	-200.00	0.0%
102.000 · Unallocated - Other	0.00	0.00	0.00	0.0%
Total 102.000 · Unallocated	24,089.35	46,200.00	-22,110.65	52.14%
103.000 · Township Board				
103.702 · Salaries Wages	1,224.93	4,200.00	-2,975.07	29.17%
103.703 · Fire Authority Rep	0.00	0.00	0.00	0.0%
103.704 · Social Security/Medicar	0.00	0.00	0.00	0.0%
103.705 · Recreation Board Rep	0.00	0.00	0.00	0.0%
103.706 · FOIA COORDINATOR	0.00	350.00	-350.00	0.0%
103.710 · Payroll Billing	0.00	0.00	0.00	0.0%
103.726 · Supplies	0.00	0.00	0.00	0.0%
103.801 · Memberships & Dues	0.00	0.00	0.00	0.0%
103.805 · Appropriation Senior Ce	0.00	0.00	0.00	0.0%
103.862 · Township SS/Medicare	0.00	0.00	0.00	0.0%
103.863 · Township Unemployment	0.00	0.00	0.00	0.0%
103.865 · MEDICAL REIMBURSEMENT	0.00	0.00	0.00	0.0%
103.900 · Printing & Publishing	0.00	0.00	0.00	0.0%
103.910 · Postage	0.00	0.00	0.00	0.0%
103.957 · Condemned Building	0.00	0.00	0.00	0.0%
103.969 · Seminars and Workshops	489.98	500.00	-10.02	98.0%
103.970 · Mileage	0.00	0.00	0.00	0.0%
103.000 · Township Board - Other	0.00	0.00	0.00	0.0%
Total 103.000 · Township Board	1,714.91	5,050.00	-3,335.09	33.96%
171.000 · Supervisor's Office				
171.702 · Salaries	12,817.06	21,715.00	-8,897.94	59.02%
171.704 · Social Security/Medicar	0.00	0.00	0.00	0.0%
171.706 · Federal Withholding	0.00	0.00	0.00	0.0%
171.708 · State Withholding	0.00	0.00	0.00	0.0%
171.726 · Supplies	0.00	0.00	0.00	0.0%
171.801 · Memberships & Dues	0.00	0.00	0.00	0.0%
171.900 · Printing & Publishing	0.00	0.00	0.00	0.0%

Conway Township
Profit & Loss Budget vs. Actual
April 1 through November 11, 2021

	Apr 1 - Nov 11, 21	Budget	\$ Over Budget	% of Budget
171.910 - Postage	0.00	0.00	0.00	0.0%
171.965 - Assessor	0.00	0.00	0.00	0.0%
171.969 - Seminars & Workshops	639.98	2,000.00	-1,360.02	32.0%
171.970 - Mileage	0.00	0.00	0.00	0.0%
171.000 - Supervisor's Office - Other	0.00	0.00	0.00	0.0%
Total 171.000 - Supervisor's Office	13,457.04	23,715.00	-10,257.96	56.75%
200.203 - Due To Road Fund	0.00	0.00	0.00	0.0%
215.000 - Clerk's Office				
215.702 - Salaries & Wages	16,595.28	24,743.00	-8,147.72	67.07%
215.703 - Deputies Wages	11,786.00	20,000.00	-8,214.00	58.93%
215.704 - Social Security/Medicar	0.00	0.00	0.00	0.0%
215.706 - Federal Withholding	0.00	0.00	0.00	0.0%
215.708 - State Withholding	0.00	0.00	0.00	0.0%
215.726 - Supplies	0.00	0.00	0.00	0.0%
215.801 - Membership	0.00	0.00	0.00	0.0%
215.900 - Printing & Publishing	0.00	0.00	0.00	0.0%
215.910 - Postage	0.00	0.00	0.00	0.0%
215.969 - Seminars & Workshops	3,320.14	6,500.00	-3,179.86	51.08%
215.970 - Mileage	0.00	0.00	0.00	0.0%
215.000 - Clerk's Office - Other	-635.58	0.00	-635.58	100.0%
Total 215.000 - Clerk's Office	31,065.84	51,243.00	-20,177.16	60.63%
247.000 - Board of Review				
247.702 - Salaries & Wages	1,350.00	800.00	550.00	168.75%
247.704 - Social Security/Medicar	0.00	0.00	0.00	0.0%
247.706 - Federal Withholding	0.00	0.00	0.00	0.0%
247.708 - State Withholding	0.00	0.00	0.00	0.0%
247.900 - Printing & Publishing	0.00	0.00	0.00	0.0%
247.969 - Seminars & Workshops	0.00	500.00	-500.00	0.0%
247.970 - Mileage	0.00	0.00	0.00	0.0%
247.000 - Board of Review - Other	0.00	0.00	0.00	0.0%
Total 247.000 - Board of Review	1,350.00	1,300.00	50.00	103.85%
253.000 - Treasurer's Office				
253.702 - Salaries & Wages	13,580.56	23,281.00	-9,700.44	58.33%
253.703 - Deputies Salaries	7,892.25	20,000.00	-12,107.75	39.46%
253.704 - Social Security/Medicar	0.00	0.00	0.00	0.0%
253.706 - Federal Withholdings	0.00	0.00	0.00	0.0%
253.708 - State Withholding	0.00	0.00	0.00	0.0%
253.726 - Supplies	0.00	0.00	0.00	0.0%
253.801 - Memberships & Dues	0.00	0.00	0.00	0.0%
253.832 - Charge Back	146.58	500.00	-353.42	29.32%
253.900 - Printing & Publishing	0.00	0.00	0.00	0.0%
253.910 - Postage	0.00	0.00	0.00	0.0%
253.969 - Seminars & Workshops	1,999.22	6,500.00	-4,500.78	30.76%
253.970 - Other	0.00	0.00	0.00	0.0%
253.975 - Bank Service Charge	-4,982.00	200.00	-5,182.00	-2,491.0%
253.000 - Treasurer's Office - Other	0.00	0.00	0.00	0.0%
Total 253.000 - Treasurer's Office	18,636.61	50,481.00	-31,844.39	36.92%
257.000 - Assessor				
257.701 - Assessor Services	0.00	0.00	0.00	0.0%
257.702 - Salaries	19,321.31	41,000.00	-21,678.69	47.13%
257.703 - Expenses	0.00	250.00	-250.00	0.0%
257.969 - Seminars & Workshops	387.53	1,000.00	-612.47	38.75%
257.000 - Assessor - Other	0.00	0.00	0.00	0.0%
Total 257.000 - Assessor	19,708.84	42,250.00	-22,541.16	46.65%
262.000 - Elections				
262.702 - Salaries & Wages	2,437.03	7,500.00	-5,062.97	32.49%
262.704 - Social Security/Medicare	0.00	0.00	0.00	0.0%
262.706 - Federal Withholding	0.00	0.00	0.00	0.0%
262.708 - State Withholding	0.00	0.00	0.00	0.0%
262.710 - Election Postage	94.50	0.00	94.50	100.0%
262.726 - Supplies	81.66	7,400.00	-7,318.34	1.1%
262.900 - Printing & Publishing	0.00	1,000.00	-1,000.00	0.0%
262.910 - Postage	0.00	0.00	0.00	0.0%
262.930 - Equipment/Maintenance	0.00	5,000.00	-5,000.00	0.0%
262.000 - Elections - Other	0.00	0.00	0.00	0.0%
Total 262.000 - Elections	2,613.19	20,900.00	-18,286.81	12.5%
265.000 - Building & Grounds				
265.146 - Equipment-Office	3,148.35	8,150.00	-5,001.65	38.63%
265.702 - Hall Monitor Salary	75.00	975.00	-900.00	7.69%
265.704 - Social Security/Medicare	0.00	0.00	0.00	0.0%
265.726 - Supplies	0.00	0.00	0.00	0.0%
265.801 - Lawn Mowing	1,575.00	1,500.00	75.00	105.0%
265.802 - Landscaping	3,400.00	3,500.00	-100.00	97.14%

Conway Township
Profit & Loss Budget vs. Actual
April 1 through November 11, 2021

	Apr 1 - Nov 11, 21	Budget	\$ Over Budget	% of Budget
265.805 - Snow Removal	525.00	4,500.00	-3,975.00	11.67%
265.851 - Liability Insurance	0.00	0.00	0.00	0.0%
265.859 - Internet & Phones	12,236.24	15,000.00	-2,763.76	81.58%
265.871 - Workers Comp	0.00	0.00	0.00	0.0%
265.910 - Postage	0.00	0.00	0.00	0.0%
265.920 - Utilities	2,333.81	7,000.00	-4,666.19	33.34%
265.930 - Equipment Maintenance	5,269.19	15,000.00	-9,730.81	35.13%
265.935 - Building Maintenance	6,796.16	18,000.00	-11,203.84	37.76%
265.950 - ARPA Fund Expenses	9,429.00	0.00	9,429.00	100.0%
265.963 - Property Taxes	0.00	0.00	0.00	0.0%
265.964 - Deposit reimbursement	0.00	0.00	0.00	0.0%
265.970 - Parking Lot	2,809.00	500.00	2,309.00	561.8%
265.971 - Capital Improvement	3,992.50	0.00	3,992.50	100.0%
265.000 - Building & Grounds - Other	167.65	0.00	167.65	100.0%
Total 265.000 - Building & Grounds	51,756.90	74,125.00	-22,368.10	69.82%
266.000 - Professional Fees				
266.103 - Attorney	13,800.50	15,000.00	-1,199.50	92.0%
266.446 - Highways	0.00	0.00	0.00	0.0%
266.500 - Misc. Contractors	0.00	0.00	0.00	0.0%
266.721 - Planning Commission	1,972.50	3,000.00	-1,027.50	65.75%
266.830 - Contractual Fees	0.00	0.00	0.00	0.0%
266.955 - Auditor	7,500.00	9,500.00	-2,000.00	78.95%
266.956 - Internet Project	0.00	0.00	0.00	0.0%
266.960 - Engineer	0.00	0.00	0.00	0.0%
266.000 - Professional Fees - Other	0.00	0.00	0.00	0.0%
Total 266.000 - Professional Fees	23,273.00	27,500.00	-4,227.00	84.63%
267.000 - Accounting and Auditing	0.00	0.00	0.00	0.0%
275.000 - Drains At Large	0.00	50,000.00	-50,000.00	0.0%
276.000 - Cemetery				
276.702 - Salaries	3,260.00	2,000.00	1,260.00	163.0%
276.704 - Social Security/Medicar	0.00	0.00	0.00	0.0%
276.801 - Lawn Mowing	0.00	0.00	0.00	0.0%
276.850 - Contracted Labor	0.00	0.00	0.00	0.0%
276.930 - Repair & Maintenance	0.00	0.00	0.00	0.0%
276.964 - Reimburs of Burial Site	0.00	0.00	0.00	0.0%
276.970 - Mileage	0.00	0.00	0.00	0.0%
276.000 - Cemetery - Other	0.00	0.00	0.00	0.0%
Total 276.000 - Cemetery	3,260.00	2,000.00	1,260.00	163.0%
301.000 - Public Safety				
301.700 - Fire Authority Rep	300.00	500.00	-200.00	60.0%
301.702 - Contribution Police Salaries	5,000.00	10,000.00	-5,000.00	50.0%
301.000 - Public Safety - Other	0.00	0.00	0.00	0.0%
Total 301.000 - Public Safety	5,300.00	10,500.00	-5,200.00	50.48%
446.000 - Roads and Highways				
446.955 - Chloride	0.00	0.00	0.00	0.0%
446.956 - CLJ & Associates	0.00	0.00	0.00	0.0%
446.967 - Construction & Excavati	0.00	0.00	0.00	0.0%
446.000 - Roads and Highways - Other	0.00	0.00	0.00	0.0%
Total 446.000 - Roads and Highways	0.00	0.00	0.00	0.0%
526.000 - Sanitary Landfill				
526.960 - Spring Cleanup	4,258.00	5,000.00	-742.00	85.16%
526.000 - Sanitary Landfill - Other	0.00	0.00	0.00	0.0%
Total 526.000 - Sanitary Landfill	4,258.00	5,000.00	-742.00	85.16%
660.000 - Payroll Taxes-general	0.00	0.00	0.00	0.0%
66900 - Reconciliation Discrepancies	0.00	0.00	0.00	0.0%
721.000 - Planning & Zoning				
721.702 - Salaries	10,755.93	12,000.00	-1,244.07	89.63%
721.704 - Social Security/Medicar	0.00	0.00	0.00	0.0%
721.706 - Federal Withholding	0.00	0.00	0.00	0.0%
721.708 - State Withholdings	0.00	0.00	0.00	0.0%
721.726 - Supplies	0.00	0.00	0.00	0.0%
721.801 - Membership and Dues	0.00	0.00	0.00	0.0%
721.900 - Printing & Publishing	0.00	0.00	0.00	0.0%
721.964 - Permit Reimbursements	0.00	0.00	0.00	0.0%
721.969 - Seminars & Workshop	0.00	500.00	-500.00	0.0%
721.970 - Mileage	0.00	0.00	0.00	0.0%
721.000 - Planning & Zoning - Other	0.00	0.00	0.00	0.0%
Total 721.000 - Planning & Zoning	10,755.93	12,500.00	-1,744.07	86.05%
738.000 - Recreation Association				
738.100 - Parks & Recreation Contribution	41,224.69	41,224.69	0.00	100.0%
738.702 - Salaries	300.00	750.00	-450.00	40.0%
738.000 - Recreation Association - Other	0.00	0.00	0.00	0.0%
Total 738.000 - Recreation Association	41,524.69	41,974.69	-450.00	98.93%

Conway Township
Profit & Loss Budget vs. Actual
April 1 through November 11, 2021

	Apr 1 - Nov 11, 21	Budget	\$ Over Budget	% of Budget
954.000 · Insurance & Bond	7,845.00	10,000.00	-2,155.00	78.45%
960.000 · Delinquent Personal Prop Taxes	0.00	0.00	0.00	0.0%
969.000 · Trans out - Capital Res Fund	0.00	0.00	0.00	0.0%
970.000 · Transfers out	0.00	0.00	0.00	0.0%
970.350 · TRANS OUT - DAISEY LANE	0.00	0.00	0.00	0.0%
980.000 · Transfers Out - Cemetery	0.00	30,000.00	-30,000.00	0.0%
Total Expense	260,609.30	504,738.69	-244,129.39	51.63%
Net Ordinary Income	16,704.56	-9,953.69	26,658.25	-167.82%
Other Income/Expense				
Other Income				
Interest Income	2,216.18	200.00	2,016.18	1,108.09%
Other Income	0.00	0.00	0.00	0.0%
Total Other Income	2,216.18	200.00	2,016.18	1,108.09%
Net Other Income	2,216.18	200.00	2,016.18	1,108.09%
	18,920.74	-9,753.69	28,674.43	-193.99%

Conway Township - Road Fund #201
Profit & Loss Budget vs. Actual
April 1 through November 11, 2021

	<u>Apr 1 - Nov 11, 21</u>	<u>Budget</u>	<u>\$ Over Budget</u>	<u>% of Budget</u>
Income				
402.000 · Taxes - Road Millage	13,738.18	0.00	13,738.18	100.0%
573.000 · LCSA PPT Reimbursement	0.00	0.00	0.00	0.0%
664.000 · Interest Income	78.85	329.02	-250.17	23.97%
671 · Misc revenue	0.00	0.00	0.00	0.0%
695.000 · Road Commission Refunds	0.00	0.00	0.00	0.0%
Total Income	<u>13,817.03</u>	<u>329.02</u>	<u>13,488.01</u>	<u>4,199.45%</u>
Expense				
Service Fee	0.00	0.00	0.00	0.0%
253.726 · Treasurer's Office Supplies	0.00	0.00	0.00	0.0%
66000 · Payroll Expenses	0.00	0.00	0.00	0.0%
954.000 · Supplies	0.00	0.00	0.00	0.0%
955.000 · Chloriding	63,939.87	123,136.35	-59,196.48	51.93%
967.000 · Construction	0.00	195,940.00	-195,940.00	0.0%
968.000 · Delinquent Personal Prop Taxes	0.00	0.00	0.00	0.0%
999.000 · Transfer out - General Fund	0.00	0.00	0.00	0.0%
Total Expense	<u>63,939.87</u>	<u>319,076.35</u>	<u>-255,136.48</u>	<u>20.04%</u>
Net Income	<u><u>-50,122.84</u></u>	<u><u>-318,747.33</u></u>	<u><u>268,624.49</u></u>	<u><u>15.73%</u></u>



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ACCOUNT ACTIVITY

Date of Transaction

Merchant Name or Transaction Description

\$ Amount

08/30	CMC TELECOM AND INTERNET 231-206-5069 MI	198.57	✓
09/06	ATT*BILL PAYMENT 800-288-2020 TX TODD A ANDERSON TRANSACTIONS THIS CYCLE (CARD 8022) \$417.37	218.80	✓
09/10	Payment ThankYou Image Check	-884.73	
09/14	Amazon Prime Amzn.com/bill WA	-77.35	✓
08/25	MICHIGAN ASSESSORS ASSOCI 888-8916064 MI	199.88	✓
08/25	LIFETIME.COM 800-424-3865 UT <i>CAPT</i>	339.19	✓
08/25	MICHIGAN TOWNSHIPS ASS LANSING MI	20.00	✓
08/27	Amazon.com*2545V1TG0 Amzn.com/bill WA	69.50	✓
09/01	SURF AIR WIRELESS LLC 219-326-5252 IN	54.95	✓
08/31	BAVARIAN INN MOTOR LODGE FRANKENMUTH MI <i>U12</i>	127.33	✓
09/01	LAZY DOG PIZZA - FRANKENM FRANKENMUTH MI	18.01	✓
09/02	LENNON CAFE INC 810-6219494 MI	20.00	✓
09/02	Amazon.com*256R37S81 Amzn.com/bill WA	29.63	✓
09/02	BAVARIAN INN MOTOR LODGE FRANKENMUTH MI	23.56	✓
09/04	ADOBE ACROPRO SUBS 800-443-8158 CA	54.03	✓
09/08	TREETOPS RESORT - LODG GAYLORD MI	312.75	✓
09/11	DLX FOR SMALLBUSINESS 800-865-1913 MN	182.89	✓
09/14	BAVARIAN INN MOTOR LODGE FRANKENMUTH MI	111.87	✓
09/15	BAVARIAN INN MOTOR LODGE FRANKENMUTH MI	111.87	✓
09/15	BAVARIAN INN MOTOR LODGE FRANKENMUTH MI	111.87	✓
09/15	BAVARIAN INN MOTOR LODGE FRANKENMUTH MI	111.87	✓
09/16	BAVARIAN INN MOTOR LODGE FRANKENMUTH MI	99.99	✓
09/16	BAVARIAN INN MOTOR LODGE FRANKENMUTH MI	99.99	✓
09/16	BAVARIAN INN MOTOR LODGE FRANKENMUTH MI	211.86	✓
09/16	BAVARIAN INN MOTOR LODGE FRANKENMUTH MI	211.86	✓
09/16	BAVARIAN INN MOTOR LODGE FRANKENMUTH MI	99.99	✓
09/16	BAVARIAN INN MOTOR LODGE FRANKENMUTH MI	99.99	✓
	ELIZABETH WHITT		
	TRANSACTIONS THIS CYCLE (CARD 3154) \$1760.80		
	INCLUDING PAYMENTS RECEIVED		

ayment

Amount
\$195.00
\$195.00
\$4.88
\$199.88

127116

44748

199.98

42372

199.98

2021 Totals Year-to-Date

Total fees charged in 2021	\$0.00
Total interest charged in 2021	\$0.00

Year-to-date totals do not reflect any fee or interest refunds you may have received.

Finished

INTEREST CHARGES

Your Annual Percentage Rate (APR) is the annual interest rate on your account.

Balance Type	Annual Percentage Rate (APR)	Balance Subject To Interest Rate	Interest Charges
PURCHASES			
Purchases	26.24%(v)(d)	- 0 -	- 0 -

COOPER RIESTERER PLC

Invoice

7900 Grand River Rd.
Brighton, Michigan 48114
(810) 227-3103, fax (810) 220-5968

Invoice # 43202
Invoice date 10/15/2021

Invoice submitted to:
Conway Township
8015 N. Fowlerville Rd.
P.O. Box 1157
Fowlerville, MI 48836

Billing statements will be sent to: clerk@conwaytownship.com

See Page 2 for itemized breakdown

Previous balance	\$2,875.50
Payments and other transactions	(\$2,875.50)
Total fees	\$1,584.00
Total expenses	\$0.00
Interest	\$0.00
Total new charges	\$1,584.00
Balance Due	\$1,584.00

Please detach this section and return it with your payment to ensure that your account is properly credited. Balances are due 15 days from the Invoice Date. Interest is charged at the rate of 7% per annum on all balances that remain past due.

Conway Township
8015 N. Fowlerville Rd.
P.O. Box 1157
Fowlerville, MI 48836

COOPER & RIESTERER, PLC
7900 Grand River Rd.
Brighton, MI 48114

Previous balance	\$2,875.50
Payments	(\$2,875.50)
New charges	\$1,584.00
Balance due	\$1,584.00
Payment amount	\$ _____
<u>PAYMENT OPTIONS</u>	
Check # _____	
-OR-	
Credit Card Number _____	
Cardholder's Name _____	
Visa _____ MasterCard _____ American Express _____	
Expiration Date ____/____ CVV _____	

Professional Services

		<u>Hours</u>	<u>Amount</u>
9/21/2021	AHC Review Township Policy No. 20, prior policies and statutes applicable to Bd meeting/conduct; review statute and address Bill's inquiries re Fire Insurance Withholding Program; to Twp for Board Meeting	5.10	\$841.50
10/1/2021	AHC Emails from/to Liz re publication of ZO amendment; email Keith; review PC minutes; compile list of L/B concert supporting documents, prior photos release; all to PC for meeting; advise Rob at LCPC re pub hearing issue, delay until Nov	1.30	\$214.50
10/4/2021	AHC Receive and review agenda, meeting packet for PC; correct to Public Hearing Notice for Nov, email with direction to Twp; address Keith questions	0.60	\$99.00
10/5/2021	AHC Email from Bill re communications on insurance proceeds/Raddtz; review statute, advise Bill re notice required	0.90	\$148.50
10/11/2021	AHC emails re PC, Bd meetings	0.20	\$33.00
10/12/2021	AHC Emails from/to Keith re PC meetings, public hearing	0.40	\$66.00
SUBTOTAL:		[8.50	\$1,402.50]
<u>Pending Applications</u>			
10/4/2021	AHC Review additional documents re Ames Bro; email to Thomas with comments/issues	1.10	\$181.50
SUBTOTAL:		[1.10	\$181.50]
For professional services rendered		9.60	\$1,584.00
Previous balance			\$2,875.50
<u>Accounts receivable transactions</u>			
10/5/2021	Payment - Thank You. Check No. 1059		(\$1,221.00)
10/5/2021	Payment - Thank You. Check No. 11559		(\$1,654.50)
Total payments and adjustments			(\$2,875.50)
Balance due			\$1,584.00

Recreation Meeting

Date: Oct 13th, 2021

Name: Donna E. Hardy, Inc.

Name: Cheryl Dixon Recreation

Name: Lauri Cae FCS

Name: Bronck Nighy - Conway

Name: Kathryn Heather

Name: Jason Atkinson - Fosco

Name: Steve Frederick

Name: _____

Name: _____

Name: _____

Name: _____

Name: _____

FOWLerville RECREATION

7677 W. Sharpe Road
Fowlerville, Michigan 48836
(517) 223-6481

Minutes from October 12, 2021

Members present: Laura Eisele, Kathryn Heath, Jason Atkinson and Lauri Coe, Brande Nogafsky, Steve Fredrickson

Members absent: Jill Curd, Tom Clapp

Staff present: Cheryl Dixon

Public present: none

Old Business:

New Business:

Current Programs:

- a. Football-last game October 24th
- b. Cheerleading -last game October 24th
- c. Soccer-in-house end of October/Travel ends beginning of November
- d. Basketball – Registration over/still taking late registrations. Will begin in November and go through Feb/Mar.
- e. Pee wee Wrestling registration going on now for 5 yr old-2nd grade

Future Meetings:

November 10th, December 8th, January 12th, February 9th, March 9th, April 13th, May 11th, and June 8th.

Thank you,
Cheryl Dixon

Fowlerville
Select by Account Report
Fiscal Year: 2021 to 2022

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Account	Description	Resp	FC	YTD Budget	YTD Actual	YTD Encum	Req Res	Rem. Bal	Last Actual
20 181 0000 970 000 0000	RECREATION	REC	M	(\$281,883.00)	(\$81,833.65)	\$0.00	\$0.00	(\$200,049.35)	(\$76,558.54)
20 181 0000 971 000 0000	RECREATION REV-FIRST HALF	REC	M	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	(\$41,319.60)
20 611 5002 000 000 0000	REC REV GF TRF FOR UAL RETIRE	REC	M	(\$5,748.00)	\$0.00	\$0.00	\$0.00	(\$5,748.00)	(\$5,606.10)
21 261 3410 000 000 9700	CELL PHONE/REC	REC	M	\$360.00	\$180.00	\$0.00	\$0.00	\$180.00	\$360.00
21 261 3830 000 000 9700	WATER&SEWER/REC	REC	M	\$225.00	\$29.58	\$0.00	\$0.00	\$195.42	\$169.93
21 261 5510 000 000 9700	GAS/450 N HIBBARD/REC	REC	M	\$550.00	\$6.66	\$0.00	\$0.00	\$543.34	\$437.39
21 261 5520 000 000 9700	ELEC/450 N HIBBARD/REC	REC	M	\$525.00	\$124.69	\$0.00	\$0.00	\$400.31	\$630.17
21 261 5521 000 000 9700	ELEC/SCHOOL GYMS/REC	REC	M	\$1,000.00	\$0.00	\$0.00	\$0.00	\$1,000.00	\$0.00
21 261 5990 000 000 9700	FIELD MAINT SUPPL/REC	REC	M	\$2,485.00	\$0.00	\$0.00	\$0.00	\$2,485.00	\$0.00
21 321 1170 000 000 9700	SAL RECREATION DIR	REC	M	\$48,808.00	\$11,361.36	\$0.00	\$0.00	\$37,446.64	\$39,064.78
21 321 1560 000 000 9700	SAL OTHER STAFF/REC	REC	M	\$33,876.00	\$4,649.48	\$0.00	\$0.00	\$29,226.52	\$11,909.98
21 321 1625 000 000 9700	ASSIST TO DIR/REC	REC	M	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
21 321 1761 000 000 9700	SICK LEAVE PAY/REC	REC	M	\$0.00	\$1,815.00	\$0.00	\$0.00	(\$1,815.00)	\$300.00
21 321 1795 000 000 9700	COVID HAZARD PAY	REC	M	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$750.00
21 321 1960 000 000 9710	CUSTODIAL OVT/REC	REC	M	\$2,800.00	\$0.00	\$0.00	\$0.00	\$2,800.00	\$0.00
21 321 1962 000 000 9712	SAL FIELD MAINT/REC	REC	M	\$2,040.00	\$0.00	\$0.00	\$0.00	\$2,040.00	\$0.00
21 321 2110 000 000 9700	LIFE INSURANCE/REC	REC	M	\$55.00	\$12.90	\$0.00	\$0.00	\$42.10	\$51.60
21 321 2120 000 000 9700	LONG TERM DISABILITY	REC	M	\$360.00	\$72.12	\$0.00	\$0.00	\$287.88	\$287.64
21 321 2130 000 000 9700	MESSA HLTH/REC	REC	M	\$14,300.00	\$4,419.44	\$0.00	\$0.00	\$9,880.56	\$14,495.64
21 321 2140 000 000 9700	DENTAL/REC	REC	M	\$1,500.00	\$386.28	\$0.00	\$0.00	\$1,113.72	\$1,006.32
21 321 2150 000 000 9700	VISION/REC	REC	M	\$330.00	\$53.51	\$0.00	\$0.00	\$276.49	\$157.74
21 321 2820 000 000 9700	RETIREMENT/REC	REC	M	\$17,140.00	\$3,057.09	\$0.00	\$0.00	\$14,082.91	\$11,323.57
21 321 2820 000 000 9710	RETIRE CUSTODIAN/REC	REC	M	\$784.00	\$0.00	\$0.00	\$0.00	\$784.00	\$0.00
21 321 2820 000 000 9712	RETIRE FLD MAINT/REC	REC	M	\$571.00	\$0.00	\$0.00	\$0.00	\$571.00	\$0.00
21 321 2829 000 000 9700	UAL RETIREMENT/REC	REC	M	\$0.00	\$1,158.57	\$0.00	\$0.00	(\$1,158.57)	\$5,606.10
21 321 2829 000 000 9710	UAL RETIRE CUSTODIAN/REC	REC	M	\$5,717.00	\$0.00	\$0.00	\$0.00	\$5,717.00	\$0.00
21 321 2829 000 000 9712	UAL RETIRE FLD MAINT/REC	REC	M	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
21 321 2830 000 000 9700	FICA/RECREATION	REC	M	\$5,887.00	\$1,168.64	\$0.00	\$0.00	\$4,718.36	\$3,622.89
21 321 2830 000 000 9710	FICA CUSTODIAN/REC	REC	M	\$214.00	\$0.00	\$0.00	\$0.00	\$214.00	\$0.00
21 321 2830 000 000 9712	FICA FLD MAINT/REC	REC	M	\$156.00	\$0.00	\$0.00	\$0.00	\$156.00	\$0.00
21 321 2840 000 000 9700	W/C-REC	REC	M	\$1,100.00	\$113.62	\$0.00	\$0.00	\$986.38	\$391.55
21 321 2840 000 000 9710	W/C CUSTODIAN/REC	REC	M	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
21 321 2840 000 000 9712	W/C FLD MAINT/REC	REC	M	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
21 321 3190 000 000 9700	MISC CONTRACTED/REC	REC	M	\$6,640.00	\$1,650.00	\$550.00	\$0.00	\$4,440.00	\$2,610.00
21 321 3192 000 000 9700	C/S ASSIST SUPERV/REC	REC	M	\$25,386.00	\$5,577.91	\$0.00	\$0.00	\$19,808.09	\$18,041.64
21 321 3194 000 000 9700	CONTRACTED OFFICIALS	REC	M	\$9,700.00	\$1,170.00	\$0.00	\$0.00	\$8,530.00	\$0.00
21 321 3195 000 000 9700	CONTRD INSTRUCTOR/REC	REC	M	\$1,112.00	\$0.00	\$0.00	\$0.00	\$1,112.00	\$300.00
21 321 3430 000 000 9700	POSTAGE/REC	REC	M	\$400.00	\$1.06	\$0.00	\$0.00	\$398.94	\$54.32
21 321 3510 000 000 9700	ADVERTISING/REC	REC	M	\$150.00	\$0.00	\$0.00	\$0.00	\$150.00	\$0.00

Select by Account Report
Fiscal Year: 2021 to 2022

Account	Description	Resp	FC	YTD Budget	YTD Actual	YTD Encum	Req Res	Rem. Bal	Last Actual
21 321 4120 000 000 9700	EQUIP REPAIR/REC	REC	M	\$700.00	\$0.00	\$0.00	\$0.00	\$700.00	\$0.00
21 321 5910 000 000 9700	OFFICE SUPPL/REC	REC	M	\$1,000.00	\$0.00	\$0.00	\$0.00	\$1,000.00	\$135.96
21 321 5911 000 000 9700	COMPUTER SUPPL/REC	REC	M	\$300.00	\$0.00	\$0.00	\$0.00	\$300.00	\$0.00
21 321 5990 000 000 9700	OTHER SUPPLIES/REC	REC	M	\$11,000.00	\$277.00	\$6,168.06	\$0.00	\$4,554.94	\$4,500.04
21 321 5991 000 000 9700	CONCESSION SUPPL/REC	REC	M	\$6,500.00	\$5,608.32	\$1,464.24	\$0.00	(\$572.56)	\$0.00
21 321 5993 000 000 9700	PROGRAM UNIFORMS/REC	REC	M	\$42,836.00	\$12,499.00	\$10,056.66	\$0.00	\$20,280.34	\$25,958.81
21 321 5994 000 000 9700	PROGRAM EQUIP/REC	REC	M	\$21,462.00	\$1,282.88	\$5,504.07	\$0.00	\$14,675.05	\$6,595.40
21 321 7410 000 000 9700	DUES & FEES/REC	REC	M	\$14,131.00	\$1,925.00	\$0.00	\$0.00	\$12,206.00	\$5,300.00
21 321 7910 000 000 9700	RECREATION REFUNDS	REC	M	\$5,000.00	\$4,252.50	\$0.00	\$0.00	\$747.50	\$57,257.50
21 321 8222 000 000 9700	COPY MACH LEASE/REC	REC	M	\$500.00	\$47.51	\$312.49	\$0.00	\$140.00	\$334.18
21 611 8110 000 000 0000	TRF TO GF FOR ADMIN FEE	REC	M	\$5,625.00	\$0.00	\$0.00	\$0.00	\$5,625.00	\$0.00
No. of Records = 50				\$5,594.00	(\$18,933.53)	\$24,055.52	\$0.00	\$472.01	\$88,168.91

10/12/2021 4:23PM

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Fowlerville
Account Detail Report
Summary
Trans Date After 8/31/2021

ST	Trans #	Date	Posted	Description	Vendor	Vendor Name	PO #	Inv #	Check #	Amount
20-181-0000-970-000-0000 RECREATION					YTD Actual	(\$81,833.65)	YTD Bud.	(\$281,883.00)	YTD Enc.	\$0.00
ER	091009	9/3/2021	9/15/2021	REC REV/PAYMENTECH						\$(86.83) ✓
ER	091026	9/9/2021	9/15/2021	REC REV						\$(3,010.00) ✓
ER	091027	9/9/2021	9/15/2021	REC REV						\$(125.00) ✓
ER	091038	9/10/2021	9/24/2021	REC REV/PAYMENTECH						\$(37.40) ✓
EJ	092024	9/14/2021	9/30/2021	REC CHEER CAMP TRF						\$521.00 ✓
ER	091052	9/17/2021	9/28/2021	REC REV/SCHOOLPAY						\$(126.09) ✓
ER	091076	9/24/2021	9/28/2021	REC REV/PAYMENTECH						\$(287.50) ✓
ER	091077	9/24/2021	9/30/2021	REC REV/SCHOOLPAY						\$(3,191.24) ✓
ER	091098	9/30/2021	10/7/2021	REC REV/SCHOOLPAY						\$(2,485.78) ✓
ER	101003	10/1/2021	10/11/2021	REC REV/SCHOOLPAY						\$(1,170.00) ✓
ER	101014	10/5/2021	10/11/2021	REC REV						\$(2,943.00) ✓
ER	101014	10/5/2021	10/11/2021	REC REV						\$(4,287.50) ✓
ER	101014	10/5/2021	10/11/2021	REC REV						\$(3,966.25) ✓

Number of records: 13

20-181-0000-970-000-0000 Total (\$21,195.59)

Total Number of records: 13

Report Total (\$21,195.59)

	2021/2022	RECREATION ENROLLMENT SUMMARY						NON- PARTICIPANT	TOTALS	DOWN/UP
YEAR ACTIVITY	CONWAY	HANDY	IOSCO	COHOCTAH	VILLAGE	VILLAGE/TWNS				
						TOTALS				
2021 FOOTBALL CAMP	22	35	13	5	4	79	25	104	104	
2021 TENNIS CAMP	6	16	4	0	5	31	0	31	31	
2021 GIRLS BASKETBALL CAMP	6	7	4	1	2	20	2	22	22	
2021 BOYS BASKETBALL CAMP	5	8	1	1	2	17	1	18	18	
2021 SOCCER CAMP	2	6	1	1	3	13	1	14	14	
2021 CHEERLEADING CAMP						0		0		
2021 FOOTBALL	35	36	36	5	22	134	21	155	151	
2021 CHEERLEADING	28	31	16	3	9	87	6	93	93	
2021 SOCCER IN-HOUSE FALL	27	57	19	10	7	120	8	128	-48	
2021 TRAVEL SOCCER FALL	8	29	13	6	5	61	4	65	-22	
2021 GIRLS BASKETBALL	3	3	0	0	0	6	1	7	7	
2021 BOYS BASKETBALL	4	14	4	2	2	26	3	29	29	
2021 TRAVEL BASKETBALL	15	23	3	1	3	45	6	51	51	
2021 WRESTLING						0		0		
2021 VOLLEYBALL						0		0		
2021 SOCCER IN-HOUSE SPRING						0		0		
2021 TRAVEL SPRING SOCCER						0		0		
2021 SOFTBALL						0		0		
2021 BASEBALL						0		0		
2021 TRACK						0		0		
2021 BASKETBALL CLINIC						0		0		
2021 SOFTBALL CLINIC						0		0		
2021 BASEBALL CLINIC						0		0		
21/22	161	265	114	35	64	639	78	717	450	
% OF ENROLLMENTS	25%	41%	18%	6%	10%	100%				
20/21	154	252	94	28	94	622	42	664	-14	
% OF ENROLLMENTS	25%	41%	15%	4%	15%	100%				

	2020/2021	RECREATION ENROLLMENT SUMMARY								
YEAR ACTIVITY	CONWAY	HANDY	IOSCO	COHOCTAH	VILLAGE	VILLAGL/TWNSP	NON-PARTICIPANT	TOTALS	DOWN/UP	
						TOTALS				
2020 FOOTBALL	CONWAY	HANDY	IOSCO	COHOCTAH	VILLAGE					
	0	0	0	0	0	0	0	0	0	
2020 SOCCER IN-HOUSE FALL	0	0	0	0	0	0	0	0	0	
2020 TRAVEL SOCCER FALL	0	0	0	0	0	0	0	0	0	
2020 CHEERLEADING 2018	0	0	0	0	0	0	0	0	0	
2020 GIRLS BASKETBALL	0	0	0	0	0	0	0	0	0	
2020 BOYS BASKETBALL	0	0	0	0	0	0	0	0	0	
2020 TRAVEL BASKETBALL	0	0	0	0	0	0	0	0	0	
2020 WRESTLING	0	0	0	0	0	0	0	0	0	
2021 VOLLEYBALL	0	0	0	0	0	0	0	0	0	
2021 SOCCER IN-HOUSE SPRING	36	56	19	12	28	151	11	162	16	
2021 TRAVEL SPRING SOCCER	18	31	18	5	12	84	4	88	-36	
2021 SOFTBALL	27	43	15	2	18	105	7	112	6	
2021 BASEBALL	33	60	17	3	22	135	12	147	-37	
2021 TRACK	40	62	25	6	14	147	8	155	37	
2021 TENNIS CLINIC	0	0	0	0	0	0	0	0		
2021 SOCCER CAMP	0	0	0	0	0	0	0	0		
2021 VOLLEYBALL CAMP	0	0	0	0	0	0	0	0		
2021 BOYS BASKETBALL CAMP	0	0	0	0	0	0	0	0		
2021 FOOTBALL CLINIC	0	0	0	0	0	0	0	0		
2021 GIRLS BASKETBALL CAMP	0	0	0	0	0	0	0	0		
2021 BASKETBALL CLINIC	0	0	0	0	0	0	0	0		
2021 SOFTBALL CLINIC	0	0	0	0	0	0	0	0		
2021 BASEBALL CLINIC	0	0	0	0	0	0	0	0		
20/21	154	252	94	28	94	622	42	664	-14	
% OF ENROLLMENTS	25%	41%	15%	4%	15%	100%				
19/20	156	244	111	27	116	654	40	694	65	
% OF ENROLLMENTS	24%	37%	17%	4%	18%	100%				

EXPENSES TO THE VILLAGE AND TOWNSHIPS
JULY 1, 2021 THROUGH JUNE 30, 2022

EXPENSES:	\$ 62,900.12
REVENUES:	\$ 81,833.65
TOTAL DUE:	\$ (18,933.53)

Conway Township	\$ 0.00
25% X \$0.00	

Handy Township	\$0.00
41% X \$0.00	

Iosco Township	\$ 0.00
15% X \$0.00	

Cohoctah Township	\$ 0.00
4%X \$0.00	

Village of Fowlerville	\$ 0.00
15% X \$0.00	

TOTAL	\$0.00
-------	--------

THIS IS NOT A BILL

Conway Township

8015 N. Fowlerville Road
PO Box 1157
Fowlerville MI 48836

Phone 517-223-0358

Fax 517-223-0533



Motion Form

I move that:

We bring the APA MI in to
train the Planning Commission
for \$1392.22 and schedule
a date for the training.

Maker Name: Elizabeth Whitt Maker Signature: [Signature] Date: 11-16-21

Seconded: YES NO (Please Circle One)

Disposition:

- ☐ Adopted
- ☐ Postponed Indefinitely:
- ☐ Amended
- ☐ Referred to:
- ☐ Postponed to:
- ☐ Laid on the Table
- ☐ Withdrawn

Notes:



Michigan Association of Planning: A Chapter of the American Planning Association

1919 W. Stadium Blvd., Suite 4, Ann Arbor, MI 48103

Phone: (734)913-2000 | Fax: (734)913-2061 | avansen@planningmi.org

On-site Workshop Estimate

Community	Conway Township	Program Requested	Planning and Zoning Essentials	
Contact Person	Elizabeth Whitt	Number attending	15	
Address	PO Box 1157	Dates requested	TBD	
City/State/Zip	Fowlerville, MI 48836	Instructor	TBD	
Phone/Fax	(517) 223-0358	Confirmed Date/Time	TBD	
E-mail	clerk@conwaytownship.com	Location	TBD	
Notes:				
Onsite Estimate	Description	Cost	Quantity	Total
	Member Program Fee	\$950.00	1	\$950.00
	Cost of Handouts	\$25.00	15	\$375.00
	Travel	\$0.56	75.4	\$42.22
	Shipping	\$25.00	1	\$25.00
	Total:			\$1,392.22

**MICHIGAN TOWNSHIP PARTICIPATING PLAN
NETGUARD® PLUS APPLICATION**

NOTICE: THIS APPLICATION IS FOR CLAIMS-MADE AND REPORTED COVERAGE. READ THE ENTIRE APPLICATION CAREFULLY.

I. APPLICANT INFORMATION

Name of Applicant: _____
(Include names of all entities or affiliated organizations to be insured, or attach separate sheet, if necessary)

Principal Address: _____

City: _____ State: _____ Zip Code: _____

Mailing Address (if different): _____

City: _____ State: _____ Zip Code: _____

Telephone Number: _____ Fax Number: _____

Email: _____ Website Address: _____

II. COVERAGE REQUESTED

Requested Effective Date: _____

III. EXPOSURE INFORMATION

1. Total Annual Budget: \$ _____ Current population: _____

2. Please provide the total number of records stored by the Applicant(s) in both paper or electronic format:

3. Please estimate the total number of credit card transactions for the next 12 months: _____

IV. COMPUTER & NETWORK SECURITY

4. Does the Applicant use anti-virus software and a securely configured firewall to protect its network?
☐ Yes ☐ No

5. Does the Applicant store personal information on portable devices, including laptops, PDA's, back-up tapes, USB thumb drives and external hard drives?
☐ Yes ☐ No

If "Yes", is such data encrypted to industry standards? ☐ Yes ☐ No

6. Does the Applicant use a cloud provider to store data? ☐ Yes ☐ No

If "Yes", please name the cloud provider: _____

If the Applicant uses more than one cloud provider to store data, please name the cloud provider storing the largest quantity of customer and/or employee records on the Applicant's behalf, including medical records, personal health information, social security numbers, bank account details, and credit card numbers.

7. Do you process, store, or handle credit card transactions? ☐ Yes ☐ No
If "Yes", are you PCI-DSS Compliant at the time of application? ☐ Yes ☐ No

V. CYBER CRIME

8. Do all of the Applicant's employees with financial or accounting responsibilities complete social engineering training? ☐ Yes ☐ No
9. Does your wire transfer authorization process include the following:
- a. A wire request documentation form? ☐ Yes ☐ No ☐ N/A
 - b. A protocol for obtaining proper written authorization for wire transfers? ☐ Yes ☐ No ☐ N/A
 - c. A protocol that includes proper separation of authority? ☐ Yes ☐ No ☐ N/A
 - d. A protocol for confirming all payment or funds transfer instructions/requests from a new vendor, client or customer by direct call to that vendor, client or customer using only the telephone number provided by the vendor, client or customer before the payment or funds transfer instruction/request was received? ☐ Yes ☐ No ☐ N/A
 - e. A protocol for confirming any vendor, client or customer account information change requests (including requests to change bank account numbers, contact information, and mailing addresses) by a direct call to that vendor, client, or customer using only the telephone number provided by the vendor, client, or customer before the change request was received? ☐ Yes ☐ No ☐ N/A

VI. LOSS HISTORY

10. Has the Applicant, or any other person or entity proposed for this insurance, received any complaints or claims, or been the subject in litigation, involving matters of privacy injury, identity theft, denial of service attacks, computer virus infections, theft of information, damage to third party networks, or the ability of customers to rely on the Applicant's network? ☐ Yes ☐ No

If "Yes", please provide specific details on a separate page.

11. Does the Applicant, or any other person or entity proposed for this insurance, have knowledge of any act, events, circumstances or incidents that may give rise to complaints or claims involving matters of privacy injury, identity theft, denial of service attacks, computer virus infections, theft of information, damage to third party networks, or the ability of customers to rely on the Applicant's network? ☐ Yes ☐ No

12. Has the Applicant, or any other person or entity proposed for this insurance, sustained any unscheduled network outage or interruption within the past 24 months? ☐ Yes ☐ No

If "Yes", please provide specific details on a separate page.

13. Has the Applicant experienced a loss resulting from wire transfer fraud, telecommunications fraud or a phishing attack in the past 5 years? ☐ Yes ☐ No

If "Yes", please provide specific details on a separate page.

VII. ACKNOWLEDGEMENTS AND REPRESENTATIONS

1. **The undersigned represents that the statements, representations and information contained herein, or attached to this Application, are true and complete, and that reasonable efforts have been made to obtain sufficient information to facilitate the proper and accurate completion of this Application.**

2. The undersigned acknowledges that the signing of this Application does not bind the undersigned to complete the insurance. The undersigned further acknowledges that the statements, representations, and information contained herein, or submitted with this Application (which shall be retained on file by the Company and shall be deemed attached hereto, as if physically attached hereto), are material to the risk assumed by the insurer; that any policy will have been issued in reliance upon the truth thereof; and that this Application and all written statements and materials furnished to the Insurer in conjunction with this Application shall be deemed incorporated into and made a part of the policy, should a policy be issued.
3. The Company is hereby authorized to make any investigation and inquiry in connection with this Application as it may deem necessary.
4. The undersigned acknowledges and agrees that if the information supplied on this Application, or in any attachments, changes between the date of the Application and the effective date of the policy period, the Applicant will immediately notify the Company of such change, and the Company may withdraw or modify any outstanding quotations and/or agreement to bind the insurance.
5. For purposes of creating a binding contract of insurance by this Application, or in determining the rights and obligations under such a contract in any court of law, the parties acknowledge that a signature reproduced by either facsimile or photocopy shall have the same force and effect as an original signature, and that the original and any such copies shall be deemed one and the same document.

Signed: _____ Print Name: _____

Must be signed by an authorized officer, partner or principal of the Applicant

Title: _____ Date (Mo/Day/Yr): _____

Applicant Organization: _____

CONWAY TOWNSHIP PHOTOGRAPHY CONTEST SUBMISSION FORM

Terms & Conditions

1. All photos submitted must be taken in Conway Township by a resident of Conway Township.
2. All contest entries must be received by June 30, 2017, and be accompanied by a completed Submission Form.
3. Any submitted photo becomes the property of Conway Township, and the image may be used by Conway Township for any purpose and in any form or likeness, including digital or print.
4. The contest winner shall receive \$100. Conway Township shall choose the winner and give photo credit to the photographer in its sole discretion.
5. Any person featured in any photo must consent to the submission of the photo to the contest by signing the Submission Form or the entry will not be considered.
6. Conway Township is not responsible for, and will not return, any photos submitted.
7. Photos may be submitted by email, in person, or mail with the subject line "Conway Township Master Plan Photo Contest" as follows:

Email: dennisb@cac.net	In Person: 8015 N. Fowlerville Road	Mail: P.O. Box 1157 Fowlerville, MI 48846
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Photographer Information

Name: _____ Are you over 18? Yes/No

If under 18, Parent's Name: _____

Mailing Address: _____

Email Address: _____ Phone Number: _____

Photo Location: _____ Date & Time: _____

Categories (circle all that apply): WILDLIFE FARMING LANDSCAPES

By submitting my photo, I acknowledge and agree to the above stated Terms & Conditions. I attest that the submitted photo is my own original property or I am a featured person in the photo and I consent to the use of the photo upon the above stated Terms and Conditions.

Signature of Photographer/Parent

Date

Signature of Featured Person/Parent
(if applicable; attach additional sheets as needed)

Date

Fowlerville Community Schools

7677 W. Sharpe Road, Suite A • Fowlerville, Michigan 48836
(517) 223-6015 • Fax (517) 223-6022
Wayne Roedel, Superintendent

Date: October 20, 2021

To: Township Official

From: Fowlerville Community Schools

Re: 2022 Summer Taxes

Enclosed is the Agreement for Collection of Summer Taxes. The Fowlerville Board of Education requests that the Township collect the district's summer school property taxes. If the Township agrees to do so, please sign and return the enclosed, original agreement and return it to the address below. If the Township will not agree to collect the district's summer tax levy, please notify me so other arrangements can be made.

Thanks for your continued help,



Wayne Roedel, Superintendent
Fowlerville Community Schools

Mailing Address:

Fowlerville Community Schools
Mr. Wayne Roedel
7677 W. Sharpe Road, Suite A
Fowlerville, MI 48836

Enclosures: Cover Letter
Summer Tax Agreement, Original
Resolution

**AGREEMENT FOR COLLECTION OF
SUMMER SCHOOL PROPERTY TAXES**

AGREEMENT made this 19th day of October 2021 by and between Fowlerville Community Schools, with offices located at 7677 Sharpe Road, Suite A, Fowlerville, MI 48836 (hereinafter "School District") and, Conway Township, with offices located at P.O. Box 1157, Fowlerville, MI, 48836 (hereinafter "Township"), pursuant to 1976 PA 451, as amended, for the purposes of providing for the collection by the Township of a Summer Levy of School District property taxes for the year 2022.

The parties agree as follows:

1. The Township agrees to collect 100% of the total school non-homestead property taxes as certified by the School District for levy on July 1, 2022 on property located within the Township. Interest earned on said taxes will be retained by the township.
2. The School District agrees to pay Township costs of assessment and collection as follows:

\$3.00 per parcel

It is understood that the tax rate as spread by the Township would also reflect the sum of 100% of the taxes of the Livingston Educational Service Agency and that the \$3.00 per parcel fee will cover the collection for the Livingston Educational Service Agency, also.

3. No later than June 16, 2022 the School District shall certify to the Township Supervisor the school millage to be levied on property for summer collection in 2022.
4. The Township Treasurer shall account for and deliver summer school tax collections as follows:
 - a. Summer Tax collections shall be paid to the School District within ten (10) business days from the 1st and 15th of each month.

Signature Authorized by Board of Education
Resolution of October 19, 2021.

Signature Authorized by Board of Trustees
Resolution of _____
(MM/DD/YYYY)

SCHOOL DISTRICT



President



Secretary

TOWNSHIP

(Name/Title)

(Name/Title)

Annual Summer Tax Resolution

Fowlerville Community Schools (the "District")

A regular meeting of the board of education of the District (the "Board") was held:

- ☒ in the Fowlerville High School, Media Center, within the boundaries of the District,
☐ electronically through _____ with identification number _____,

on the 19th day of October, 2021, at 7 o'clock in the p.m. (the "Meeting").

The Meeting was called to order by Mike Brown, President.

Present: Members Belcher, Brown Charron, Frederick, Hinton,

Absent: Members Reed & Sova
None

The following preamble and resolution were offered by Member Mr. Belcher and supported by Member Mrs. Charron:

WHEREAS, this Board previously adopted a resolution to impose a summer tax levy to collect 100% of annual school property taxes, including debt service, upon property located within the District and continuing from year-to-year until specifically revoked by the Board.

NOW, THEREFORE, BE IT RESOLVED THAT:

1. Pursuant to the Revised School Code, MCL 380.1 et seq., the Board invokes for 2022 its previously-adopted ongoing resolution imposing a summer tax levy of 100% of annual school property taxes, including debt service, upon property located within the District and continuing from year-to-year until specifically revoked by the Board and requests that each city and/or township in which the District is located collect those summer taxes.

2. The Superintendent or designee is authorized and directed to forward to the governing body of each city and/or township in which the District is located a copy of this Board's resolution imposing a summer property tax levy on an ongoing basis and a copy of this resolution requesting that each such city and/or township agree to collect the summer tax levy for 2022 in the amount specified in this resolution. Such forwarding of the resolutions and the request to collect the summer tax levy shall be performed so that they are received by the governing bodies on or before December 31, 2021.

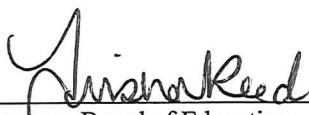
3. Pursuant to and in accordance with Revised School Code Section 1613(1), the Superintendent or designee is authorized and directed to negotiate on behalf of the District with the governing body of each city and/or township in which the District is located for the reasonable expenses for collection of the District's summer tax levy that the city and/or township may bill under Revised School Code Sections 1611 or 1612. Any such proposed agreement shall be brought before this Board for its approval or disapproval.

4. All resolutions and parts of resolutions insofar as they conflict with the provisions of this resolution be and the same are rescinded.

Ayes: Members Belcher, Brown, Charron, Frederick, Hinton, Reed,
& Sova

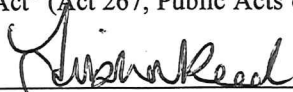
Nays: Members None

Resolution declared adopted.



Secretary, Board of Education

The undersigned duly qualified and acting Secretary of the Board of Education of Fowlerville Community Schools, certifies that the foregoing constitutes a true and complete copy of a resolution adopted by the Board at the Meeting, the original of which is part of the Board's minutes. The undersigned further certifies that notice of the Meeting was given to the public pursuant to the "Open Meetings Act" (Act 267, Public Acts of Michigan, 1976, as amended).



Secretary, Board of Education

RESOLUTION TO ESTABLISH TOWNSHIP Office Assistant Wages

Resolution: # 211116-01

Conway Township

WHEREAS, per MCL 41.95(3), in a township that does not hold an annual meeting, the wage for Office Assistant shall be determined by the township board, and

WHEREAS the Conway Township Board deems that an adjustment in wage of Office Assistant, is warranted in consideration of the prevailing wages of other similar sized townships in Livingston County.

NOW BE IT RESOLVED that as of October 1, 2021, the Wage of the Office Assistant, shall be as follows: \$18.00 an hour.

This resolution offered by board member

Supported by board member

Upon a roll call vote, the following voted:

Whitt -

Treasurer Grubb -

Pushies -

St. Charles -

Supervisor Grubb -

The supervisor declared the resolution adopted. At the Conway Township Board of Trustees meeting held on November 16, 2021.

Elizabeth Whitt, Clerk

Conway Township

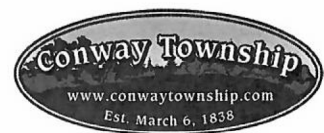
8015 N. Fowlerville Road

PO Box 1157

Fowlerville MI 48836

Phone 517-223-0358

Fax 517-223-0533



Motion Form

I move that:

We amend the budget: acct # 102.702 to \$600000 to complete the fiscal year. Also that we decrease acct # 253.703 to \$10692.00 to complete this fiscal year.

Maker Name: Elizabeth Whit Maker Signature EJW Date 11-16-21
Seconded: YES NO (Please Circle One)

Disposition:

- ☐ Adopted
- ☐ Postponed Indefinitely:
- ☐ Amended
- ☐ Referred to:
- ☐ Postponed to:
- ☐ Laid on the Table
- ☐ Withdrawn

Notes:

Conway Township Wage Study for the Office Assistant and the Deputy Treasurer

	Apr '17 - Mar 18		Budget		Apr '18 - Mar 19		Budget		Apr '19 - Mar 20		Budget		Apr '20 - Mar 21		Budget		Apr 1 - Nov 11, 21		Budget		Apr 1, '17 - Nov 11, 21		Budget	
102.702 · Office Assistant Salary	2628	2500			6510	8000			7646.25	9700			7203.75	9000			0	0			23988	29200		
253.000 · Treasurer's Office																								
253.703 · Deputies Salaries	3959	3500			5184	6000			5346.25	6500			7506.75	5000			7892.25	20000			29888.25	41000		
Total Expense	6587	6000			11694	14000			12992.5	16200			14710.5	14000			7892.25	20000			53876.25	70200		

Prior to the 2017-18 budget year there was no Deputy Treasurer expense. On average we have spent around \$5000 per year on Deputy Treasurer Wages, because they only work when the Treasurer is out of the office. Since the November 2020 election when the Office Assistant's wages were transferred to the Deputy Treasurer line item things changed. I am submitting two amendments to bring the budget back into alignment since the Office Assistant is no longer the Deputy Treasurer.