

Conway Township

Regular Meeting

February 15, 2022

7:00 pm

AGENDA

Call to Order and Pledge of Allegiance

Roll Call

Consent Agenda Approval

1. 22-01-18 Meeting Minutes
2. 22-01-12 Planning Meeting Minutes
3. 22-01-15 Cemetery Meeting Minutes
4. Zoning Administrator Report
5. Financial Report
6. Disbursements/Payroll Report/Budget Report
7. Credit Card Statement
8. Sheriff Report
9. Recreation Report

Approval of Board Meeting Agenda

Call to the Public

Communications

Unfinished Business

10. Sherwood and Gregory Road Updates
11. Secluded Acres

New Business

12. Office Administrator Salary
13. Resolution 220215-03
14. Resolution 220215-02
15. Resolution 220215-01
16. Budget Amendments
17. Resolution 220215-04
18. Tree Trimming
19. Lawn Care
20. Recreation Budget
21. Access Control

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 January 18, 2022
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: Whitt – yes, W. Grubb – yes, St. Charles - no, Pushies – no. Motion approved.

Call to the public: Four residents spoke regarding the proposed Secluded Acres SAD. Two spoke about the complaints in the Sherwood Road and Gregory Road neighborhood.

Motion to approve the Board Meeting Agenda with the following changes: strike #14 and 15 under unfinished business and move #9 under communications to unfinished business #14. Under New Business add #20 Londa Horton pay, #21 Secluded Acres SAD and #22 Sherwood and Gregory Neighborhood Complaints. Motion by W. Grubb. Support by Whitt. Motion approved.

New Business #15 was discussed immediately after the approval of the agenda to respect the speaker's time.

Motion to contract with Community Image Builders located at 17195 Silver Parkway, #309 Fenton MI 48430 as the township's new planning consultant. Motion by Pushies. Support by St. Charles. Motion approved.

Motion to accept the attorney opinion on the OMA requirements about staff meetings and office hours. Motion by W. Grubb. Support by Whitt. Motion approved.

Motion to pay the LCRC invoice for Chase Lake Road work. Motion by St. Charles. Support by Whitt. Roll call: Pushies -no, St. Charles – yes, W. Grubb – yes, Whitt – yes. Motion approved.

Motion to postpone decision on the MTPP Net Guard Application until February. Motion by Pushies Support by St. Charles. Motion approved.

Motion to continue with the previously approved installation of the window film in the meeting hall using ARPA funds to improve security in the building. Motion by St. Charles Support by Whitt. Motion approved.

Motion to approve Policy 21 as drafted by the township attorney. Motion by Whitt No support. Motion died.

Motion to appoint Nanci Forster and Gabriele Bresett to the Cemetery Committee. Motion by Whitt. Support by St. Charles. Motion approved.

Motion to reject Charter Township eligibility by the board. Motion by St. Charles. Support by Pushies. Voice vote approved. (The Clerk will be following the State's instruction outlined in the board packet as needed.)

Resolution No. 220118-01: RESOLUTION TO RESPOND TO MDHHS NOTICE AND AMEND THE PERSONNEL POLICY MANUAL, CONWAY TOWNSHIP POLICY NO. 18. offered by Whitt. Support by St. Charles. Roll call vote: Whitt – yes, St. Charles -yes, W. Grubb – yes, Pushies – yes. Resolution adopted.

Supervisor Grubb requested to go into closed session to discuss personnel complaints. The regular meeting was halted, and the closed session began at 8:24 p.m. and ended at 8:50 p.m.

Unapproved Minutes
Of the January 18, 2022
Conway Township
Regular Board Meeting
7:00 pm

Motion to pay Londa Horton \$200 per meeting instead of the \$90 all other recording secretaries receive. Motion by Pushies. Support by St. Charles. Motion approved.

Motion to have the Clerk obtain a copy of the certified Master Deed for Secluded Acres to answer questions about the release of escrow funds by the township. A decision will be made to continue with the SAD or not at the February meeting. Motion by Whitt. Support by St. Charles. Motion approved.

Motion to have the Clerk research fireworks and parking ordinances to address complaints from the Sherwood Road and Gregory Road neighborhood. The Supervisor and Trustee St. Charles will contact the County Road Commission and The County Drain Commission regarding their actions to manage the issues being addressed by their departments. Motion by Whitt. Support by St. Charles. Motion approved.

Call to the Public: one resident asked why people are allowed to live in travel trailers all over the township.

Motion by Whitt to adjourn at 9:43 p.m. Support by St. Charles. Motion approved.

Elizabeth Whitt, Township Clerk

Conway Township Planning Commission Meeting Agenda

Date: February 14, 2022 7:00pm

Next Meeting March 14, 2022 7:00pm

AGENDA

1. Call to Order and Pledge of Allegiance
2. Roll Call and Sign in: Jeff Klein, Londa Horton, George Pushies, Kelly Ralko, Chuck Skwirsk, Meghan Swain-Kuch, Dave Whitt. Zoning Administrator: Todd Thomas.

CONSENT AGENDA APPROVAL

3. Planning Meeting Minutes from last meeting- January 10, 2022

CALL TO PUBLIC

APPROVAL OF PLANNING COMMISSION MEETING AGENDA FOR TONIGHT

COMMUNICATIONS

4. Zoning Administrator Report
5. Board Ex-Officio Report
6. Londa clean energy recusal

PUBLIC HEARING: opened for public comment, closed, PC vote to send to Board

7. Accessory Dwelling Units (ADUs). New Section 6.27 in regard to detached accessory dwelling units in the AR and R Districts.
8. General and Supplemental Regulations. Amend Section 6.09(A)(8) pertaining to Temporary Land Use Permits for ag Tourism entertainment events

OLD BUSINESS

9. PC Bylaws – Abby Cooper, Changes marked are the ones proposed from 2020 that didn't get passed, and the one she spoke of at the last meeting for fixing the term of the officers.
10. Large and Small Event definitions – Meghan and Kelly
11. Solar Ordinances - Todd

NEW BUSINESS

12. Master Plan direction to the Community Builders (CIP) – Carmen, Justin, Hannah

PLANNING COMMISSION MEMBER DISCUSSION

LAST CALL TO PUBLIC

ADJOURNMENT

Planning Commission Member Meeting Sign in

Date: _____

Planning Commission

Jeff Klein	
Londa Horton	
George Pushies	
Kelly Ralko	
Chuck Skwirsk	
Meghan Swain-Kuch	
Dave Whitt	

Zoning Administrator

Todd Thomas	
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Conway Township Planning Commission Meeting Minutes

January 10, 2022

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

Agenda	Items Discussed	Actions to be Taken
Attendees	<ul style="list-style-type: none"> • Public: Eight attendees • Planning Commission Members present: Jeff Klein, Londa Horton, Kelly Ralko, Meghan Swain-Kuch, Chuck Skwirsk, Dave Whitt, George Pushies - Ex-Officio • Planning Commission Members absent: -0- • Zoning Administrator: Todd Thomas, present • Livingston County Planning Commissioner: Dennis Bowdoin, present • Township Attorney: Abby Cooper, present 	
Call to Order and Pledge to Flag	<p>Secretary Londa Horton called the Conway Township Planning Commission meeting to order at 7:00pm and led in the Pledge of Allegiance. She called roll call. All present.</p> <p>The next meeting is February 14, 2022 at 7pm.</p>	
Minutes from last meeting	<p>Chuck Skwirsk recommended changing the meeting agenda; Change numbering as there are two number tens, take out update from Land Division Committee, take out Master Plan updates until a later date when Master Planner is on board.</p> <ul style="list-style-type: none"> • Dave Whitt made a motion to accept the revised agenda. Second by George Pushies. All in the favor. Opposed. Motion passed. • George Pushes requested to include the draft Board minutes in PC meeting packets. <p>Dave Whitt moved to accept the minutes from the last meeting of December 13, 2021. Kelly Ralko second. All in favor. Opposed. Motion passed.</p> <p>Dave Whitt moved to accept the PC Annual Report for 2021. Second by Kelly Ralko. All in favor. Opposed. Motion passed.</p>	<p>George Pushies to ask Board to include Board minutes in PC PACKET every month. Have office send to PC Secretary for inclusion.</p>
Communications	<ul style="list-style-type: none"> • Welcome Jeff Klein to the PC. • Vice Chair Chuck Skwirsk took over the meeting. • Potential Planners introduced - Community Image Builders (CIP) from Fenton, MI; CEO Carmen, Justin, and Hannah. They come highly recommended by the Kathy in the Village of Fowlerville. They will have one person at the meeting and one specialty until they are settled in. We are charged for only one person at the beginning regarding the fee schedule. Then their specialty person attends only when their specialty and Master Plan is on the agenda. One individual is assigned to attend all meetings for us. They can set up a retainer for calls from us or will bill for extra time if call is long, example is if applicants call. 	

Conway Township Planning Commission Meeting Minutes

January 10, 2022

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

Agenda	Items Discussed	Actions to be Taken
	<ul style="list-style-type: none">Noise level for Hamtramck increased so Board changed ordinance.Rob Stanford LCPC will consider our amendments. He compliments the way we handle our amendments and compliments our attorney.	
Call to the Public	Dennis Bowdoin concurred that our township amendments come to LCPC very well done.	

Conway Township Planning Commission Meeting Minutes

January 10, 2022

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

Agenda	Items Discussed	Actions to be Taken
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	<p>commented Kelly Ralko.</p> <ul style="list-style-type: none"> ○ Large events are defined as 250 people, but Dawn Patrol has more people than that. ○ Richland township has language for outdoor gatherings, and mobile food trucks. How to define a Luke Bryan concert, a large assembly? ○ It's a special use event for an outdoor event and the permitting process and the fees are included. ○ Todd Thomas has sample language. ○ Abby Cooper recommends removing small scale entertainment, capping attendance at 20,000 in the existing ordinance, then this could go to the Public Hearing. It has to be in 2 weeks prior to LCPC on Feb. 16 for their meeting. Publish in the paper 15 days prior to the meeting. Have a special meeting and Public Hearing and then we could get it in before March. PC can consider it at the same time as the Public Hearing. ○ Have a special meeting on Jan. 31 ○ Abby Cooper to try to get it on the LCPC agenda for February. The Public Hearing will be set for February 14. ○ Chuck Skwirsk made a motion for a public hearing on Feb. 14 for ADUs and changes to ag tourism. Second Londa Horton. All in favor. Opposed. Motion passed. ○ The Stockbridge ordinance is all inclusive, commented Meghan Swain-Kuch <ul style="list-style-type: none"> ● Two solar ordinances for review – Todd <ul style="list-style-type: none"> ○ We have a 6-foot-tall fence. The federal law is 7 feet. ○ Have a financial guarantee for completion of the site plan for the project ○ Decommissioning needs a financial bond. ○ No specification on green belt, glare, and lighting ○ Londa Horton commented not to forget the MSU extension solar ordinance template. <p>http://www.richlandtownship.com/uploads/2/6/2/8/26285684/solar_farms_ordinance_2021jul08.pdf Richland</p> <p>https://www.shiawassee.net/Docs/Community-Development/Solar%20Energy%20Systems%20Ordinance.pdf Shiawassee</p> <ul style="list-style-type: none"> ● Review proposed changes by Ranger Power – Todd to discuss next month ● Pictures forwarded by Kelly Ralko of solar farm ● Kelly Ralko discussed – solar farm concerns 	<p>Abby Cooper will change reference small scale from ag-tourism and cap at 20,000 in attendance.</p> <p>Abby Cooper will get with Liz to post Public Hearing in paper</p>
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Conway Township Planning Commission Meeting Minutes

January 10, 2022

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

Agenda	Items Discussed	Actions to be Taken
	<ul style="list-style-type: none"> ○ Preservation and growth ○ Wetlands ○ Climate change gives no direction in Master Plan ○ Sustainability of land disturbance ○ Housing development vs. solar development ○ Displacement of ecosystem ○ Drainage for water – impact study ○ Maintenance and operation ● Chuck Skwirsk asked for an agreement between Ranger and the land owner. Ranger Power attendee said, “The commercial terms of the agreement are confidential.” He can take a blank agreement back to his group and get a response by end of the week. ● We want to make sure farmers can use their land and we don’t tell people what to do with their land, commented Meghan Swain-Kuch. ● We are regulating a use of the land, commented Dave Whitt. ● There is fear of turning land into a wetland. ● How to conduct a survey? Kelly Ralko made a motion to make a recommendation to make a survey for solar farms to all tax papers in this township. Second George Pushies. All in favor. Opposed. Motion passed. 	
New Business	<p>New Business</p> <ul style="list-style-type: none"> ● PC Bylaws – Abby Cooper noted that more recently we approved PC Bylaws from 2018. She asked to make two revisions to the 2020 version that the PC discussed but failed to approve and adopt. <ul style="list-style-type: none"> ○ Change provides for a digital copy of the agenda to the PC members. If you have an agenda item, then send it to the PC Secretary and the Chairperson by noon on the Tuesday before the meeting. ○ It should be a term of one year for officers. The planning commission membership is 3 years. PC members are appointed for a three-year term for all others. Review this next month with the revisions to the bylaws. ● Election of officers: ● Chuck Skwirsk made a motion for Londa Horton as Secretary. George Pushies second. All in favor. Opposed. Motion passed. ● George Pushies made motion for Chuck Skwirsk as Chairperson. Meghan Swain-Kuch second. All in favor. Opposed. Motion passed. ● George Pushies made a motion for Meghan Swain-Kuch as Vice Chair. Second Kelly Ralko. All in favor. Opposed. Motion passed. ● Cadence of meetings – It was agreed the PC meetings would commence the second Monday of every month at 7pm. 	Abby Cooper to bring revised PC bylaws to next meeting.

Conway Township Planning Commission Meeting Minutes

January 10, 2022

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

Agenda	Items Discussed	Actions to be Taken
	<ul style="list-style-type: none"> • Michigan Planning Enabling Act – Todd <ul style="list-style-type: none"> a. Sent on to all PC members for reference • Conflict of Interest – Kelly Ralko <ul style="list-style-type: none"> a. When voting, it's a conflict of interest if you stand to benefit or a neighboring landowner or it's financial gain or if you are an employee of the company, (from Section E2). b. Letting a developer regulate Zoning Ordinances here when he has a relative who stands to benefit, is a conflict of interest. • Review of Ranger Power – Todd, will get into it later on – put it on agenda for next month. 	<p>Londa Horton and Chuck Skwirsk to put on agenda for next month.</p>
Zoning Administrator Report	Todd Thomas granted two Land Use Permits for December 2021 for a pole barn and for ground solar.	
Update from the Board	George Pushies gave an update from the Township Board.	
Call to Public	<p>Resident has revised PC 2014 Bylaws. Discussion over confusion over latest Bylaw version. Remove old version.</p> <p>Attendee commented on conflict of interest. He has no direct ties to VanGilder Properties. He is not a landowner. He did not negotiate this contract. There are many people who work at Ranger Power and another employee worked on this contract.</p> <p>Resident asked about setbacks. Todd Thomas replied that it's on the website in ZO 6.26.</p>	
General Discussion		
Adjournment	Chuck Skwirsk made a motion to adjourn, second George Pushies. All in favor. Motion passed. Adjourned at 9:25pm.	

Unapproved Minutes
Of the December 21, 2021
Conway Township
Regular Board Meeting
7:00 pm

REGULAR MEETING

Supervisor Grubb called the meeting to order at 7:01 p.m. with the pledge of allegiance to the American flag.

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

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

Motion to approve the Board Meeting Agenda with the addition of item #24 under New Business – Discuss Secluded Acres SAD, and striking item # 19 - Tony St. Charles PC Liaison Appointment, making new item #24 item #23. Motion by Whitt. Support by D. Grubb. Motion approved.

Motion to pay the LCRC invoice for Chase Lake Road work. Motion by Whitt. No Support.

Motion to purchase a new computer for the Deputy Treasurer and a new desk for the Supervisor. Motion by W. Grubb. Support by D. Grubb. Roll Call: Pushies – yes, D. Grubb – yes, St. Charles – no, W. Grubb – yes, Whitt – no. Motion approved.

Motion to table item #15 – IISD Summer Tax Resolution, until January meeting. Motion by D. Grubb. Support by Pushies. Motion approved.

Motion to appoint Jeff Klein to the Planning Commission. Motion by W. Grubb. Support by Whitt. Motion approved.

Motion to renew Meghan Swain-Kuch to another three-year term on the Planning Commission. Motion by W. Grubb. Support by Pushies. Motion approved.

Motion to renew Dennis Bowdoin to another three-year term on the Zoning Board of Appeals, Motion by W. Grubb. Support by Pushies. Motion approved.

Motion to accept one of the estimates from Livingston County Road Commission for rehabilitating Hayner Road next summer from Fowlerville Road to Robb Road at an estimated cost of \$175,000 or \$197,500 so we can get this project on their schedule. Motion by W. Grubb. Support by St. Charles. Roll Call: D. Grubb – yes, St. Charles - yes, Pushies – yes, W. Grubb – yes, Whitt – yes. Motion approved.

Motion that the township board requests that the Planning Commission strike the words (small scale) from Article 6.09, item 8 (5) vii, under Agricultural Tourism in the Conway Township Zoning Ordinance in order to allow the Zoning Administrator to handle limited temporary events in the township using the attached review list as a guide. Also add that the maximum attendance to a temporary event be 20,000. Motion by W, Grubb. Support by D. Grubb. Motion approved.

Motion to add a category to the fee schedule: Temporary Land Use Permits. Within the category there will be two items. Small Events (defined as 1499 attendees or less) - \$250 application fee + \$500 escrow. Large Events (defined as 1500 or more attendees) - \$1,500 application fee, \$5,000 escrow. Motion by Whitt. Support by Grubb. Motion approved.

Unapproved Minutes
Of the December 21, 2021
Conway Township
Regular Board Meeting
7:00 pm

Motion to accept the proposal from Progressive Hardware to replace and upgrade the existing Hikvision camera system to a DARPA approved system at a cost of \$18,304.68. Motion by Whitt. Support by St. Charles. Roll Call: W. Grubb – no, St. Charles- yes, D. Grubb – no, Whitt – yes, Pushies – no. Motion denied.

Motion to move ahead with investigation of setting up a Special Assessment District for Secluded Acres. Motion by Whitt. Support by St. Charles. Motion approved.

Motion to adjourn at 8:31. Motion by Pushies. Support by St. Charles. Motion approved.

Elizabeth Whitt, Township Clerk

Nanci Forster, Deputy Clerk

**CONWAY TOWNSHIP
LIVINGSTON COUNTY, MICHIGAN
NOTICE OF PUBLIC HEARING FOR ZONING ORDINANCE AMENDMENTS**

PLEASE TAKE NOTICE that the Conway Township Planning Commission will hold a public hearing at its regular meeting on February 14, 2022, commencing at 7:00 p.m. at the Conway Township Hall located at 8015 N. Fowlerville Road, Fowlerville, Michigan 48836, to review the proposed amendments to the Conway Township Zoning Ordinance, as follows:

1. Accessory Dwelling Units (ADUs). New Section 6.27 in regard to detached accessory dwelling units in the AR and R Districts.
2. General and Supplemental Regulations. Amend Section 6.09(A)(8) pertaining to Temporary Land Use Permits for Agricultural Tourism entertainment events.

The Planning Commission reserves the right to modify or alter the proposed ordinance amendments at or following the public hearing and to make its decision accordingly.

Written comments concerning the above matter may be submitted to the to the Conway Township Clerk at any time prior to the public hearing, and may further be submitted to the Planning Commission at the public hearing. The complete text of the proposed amendments may be examined at the Township Hall during regular Township business hours, which are 9-3 Tuesdays and Wednesdays, or on the Township's website, www.conwaytownship.com, after the publication of this Notice and until and including the day of the meeting. The complete text of the proposed amendments may be further examined at the meeting.

Conway Township will provide necessary, reasonable auxiliary aids and services at the meeting to individuals with disabilities, such as signers for the hearing impaired and audio tapes of printed materials being considered at the meeting, upon ten days' notice to the Conway Township Clerk. Individuals with disabilities requiring auxiliary aids or services should contact the Clerk by writing or calling the following: 8015 N Fowlerville, Fowlerville, MI 48836 or call 517 223-0358, between the hours of 9-3 Tuesdays and Wednesdays.

The complete text of the Conway Township Zoning Ordinance, as amended, may be examined at the Township Hall, 8015 N. Fowlerville, Fowlerville, MI 48836, during regular Township business hours, which are 9-3 Tuesdays and Wednesdays, or on the Township's website, www.conwaytownship.com.

Elizabeth Whitt, Clerk
Conway Township
8015 N. Fowlerville Road
Fowlerville, MI 48836
517-223-0358

Section 6.09 Temporary Uses and Buildings

All temporary uses and buildings permitted by this Section are allowed in all districts unless otherwise provided. Such uses and buildings shall be authorized by a temporary land use permit issued by the Zoning Administrator unless otherwise provided.

- A. Temporary Uses and Buildings for Non-Dwelling Purposes.** Temporary uses and buildings not to be used for dwelling purposes may be placed on a lot or parcel of record and occupied only under the following conditions.
1. **Natural Disasters or Fire Damage.** A temporary building may be occupied for non-dwelling purposes during renovation of a permanent building damaged by a fire or natural disaster, such as a tornado, flood, or severe storm. The temporary building must be removed when repair of the damage is complete. The Zoning Administrator may issue a temporary land use permit for up to ninety (90) days. The Board may renew the permit up to ninety (90) additional days upon the applicant's showing of substantial progress towards completion of the repair and the submission of an appropriate compliance bond. Thereafter, the permit may be renewed at the discretion of and upon conditions set by the Board.
 2. **New Construction.** Temporary buildings incidental to construction work, except for instances where one (1) single-family residence is being constructed. Said temporary buildings shall be removed within fifteen (15) days after construction is complete, but in no case shall the building or structure be allowed for more than one (1) year.
 3. **Temporary Real Estate Offices.** Temporary real estate offices are permitted within approved development projects. No cooking or sleeping accommodations shall be maintained. The permit shall be valid for not more than one (1) year, but is renewable. The office shall be removed upon completion of the development. A model home may be used as a temporary real estate office.
 4. **Roadside Stands.** The display and sale of agricultural produce, excluding farm market or on-farm markets, shall be considered a temporary use within the AR Agricultural Residential District permitted by a temporary land use permit renewable on an annual basis, subject to the following conditions:
 - a. The stand shall be located no closer than fifty (50) feet from the nearest roadway right of way line.
 - b. The area between the stand and the roadway shall be reserved exclusively for parking. Parking shall not interfere with through traffic.
 - c. The structure shall not be more than one (1) story in height.
 - d. The floor plan shall not be larger than twenty (20) feet by twenty (20) feet.
 - e. Signs used in connection with the roadside stand shall be

- temporary and shall be removed when the stand is not in use. No sign shall be placed within a public right-of-way.
- f. The seasonal nature of the use shall result in closure of the stand during the portion of the year that produce raised on the lot is not available for sale. Other goods such as imported produce, arts and crafts, greenhouse plants or salvage materials shall not be sold from the roadside stand during the “closed” season nor may they compose a major portion of the goods sold from the stand during its operational season.
 - g. Upon closure of the seasonal use, any temporary structures shall be removed.
5. **Garage Sales.** Garage sales, rummage sales, yard sales, moving sales, and similar activity shall be considered temporary uses within the AR Agricultural Residential and R Residential Districts subject to the following conditions:
- a. Any sale under this Section shall be allowed without a temporary land use permit for a period not to exceed four (4) days within a six (6) month period. Such activities in operation for a period of time in excess of four (4) days shall require a temporary land use permit from the Zoning Administrator.
 - b. In no instance shall more than four (4) sales under this Section be held in any one location within any twelve (12) month period.
 - c. Goods or merchandise offered at such sale shall not be stored overnight.
 - d. All such sales shall be conducted in a manner so as not to create a traffic hazard or a nuisance to neighboring properties.
 - e. No signs advertising a garage sale or similar activity shall be placed upon public property. Two (2) signs advertising a sale are permitted to be placed upon private property with the consent of the owner of said property and shall be removed within twenty-four(24) hours of the conclusion of said sale.
6. **Auctions.** The public sale of property to the highest bidder shall be permitted without a temporary land use permit for not more than four (4) days. No sales activity shall occur within thirty (30) feet of any road right-of-way.
7. **Firewood Sales.** Storage of firewood for sale and use by person off the premises shall be restricted to the side and rear yards.
8. **Agricultural Tourism.**
- a. General and specialized farming of agricultural products and agricultural activities, including the raising or growing of crops, livestock, poultry, bees and other farm animals,

products and foodstuffs are permitted by right. Any building or structure may be located thereon and used for the day-to-day operation of such activities, for the storage or preservation of said crops or animals, products and collection, distribution, or processing, and for the incidental sale of crops, products and foodstuffs raised or grown on said parcel or in said building or structure. The following additional agricultural uses shall be permitted:

- (1) Storage, retail or wholesale marketing, or processing of agricultural products into a value-added agricultural product in a farming operation if more than 50 percent of the stored, processed, or merchandised products are produced by the farm operator for at least 3 of the immediately preceding 5 years.
- (2) Direct marketing of produce in a farm market or on-farm market provided that any building, or combination of buildings used for such purposes contain a total of not more than 2,500 square feet. A temporary roadside stand that does not qualify as a farm market or on-farm market shall be permitted as a temporary use provided it complies with all regulations set forth in Section 6.09(A)(4).
- (3) Seasonal U-pick fruits and vegetables operations.
- (4) Food sales/processing, processing any fruits/produce.
- (5) Uses 2 through 4 listed above may include any or all of the following ancillary agriculturally related uses and some non-agriculturally related uses so long as a temporary land use permit is obtained and the general agricultural character of the farm is maintained.
 - i. Cider mills or wineries selling product, in a tasting room, derived from crops grown primarily on site for at least 3 of the immediately preceding 5 years, provided that the premises is otherwise compliant with state law.
 - ii. Seasonal outdoors mazes of agricultural origin such as straw bales or corn.
 - iii. Value-added agricultural products or activities such as education tours or tours of processing facilities.
 - iv. Bakeries selling baked goods containing produce grown primarily on site.
 - v. Playgrounds or equipment typical of a school playground, such as slides and swings (not including motorized vehicles or rides).
 - vi. Petting farms, animal display, and pony rides.
 - vii. Entertainment events (e.g., music concert, car show, art fair), family-oriented animated

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barns (e.g., fun houses, haunted houses or similar) and mechanical rides attracting no greater than 20,000 attendees per event.

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- viii. Wagon, sleigh and hayrides.
 - ix. Nature trails.
 - x. Open air or covered picnic area with restrooms.
 - xi. Educational classes, lectures, seminars.
 - xii. Historical agricultural exhibits.
 - xiii. Gift shops for the sale of agricultural products and agriculturally related products.
 - xiv. Gifts shops for the sale of non- agriculturally related products such as antiques or crafts, limited to 25 percent of gross sales.
- b. Ancillary agricultural related uses and non- agriculturally related uses listed in section 5 above must obtain a temporary land use permit in accordance with the following:
- (1) A temporary land use permit shall be obtained from the Zoning Administrator. A fee may be charged for said permit.
 - (2) Said use shall be permitted only for one (1) period per year, the duration of which will be determined by the Zoning Administrator.
 - (3) Applicant must provide evidence of liability insurance coverage, acceptable to the Township, of not less than \$1,000,000.
 - (4) Inspections shall be conducted by the Livingston County Building Department, and other departments as may be required, prior to the period of use. Evidence of approval in the form of an inspection certificate shall be provided to the Zoning Administrator prior to the issuance of a temporary land use permit. A fee may be charged covering the cost of such inspection(s) and certificate(s).
 - (5) The applicant may need to submit additional information at the request of the Zoning Administrator, dependent upon the requested use.
 - (6) Notwithstanding other provisions of this ordinance, the uses outlined in section 5 need not be accessory to a bona fide farm or agricultural use provided that:
 - i. it is located on a parcel of not less than five (5) acres, and
 - ii. It has been in existence, has been lawfully approved by the Township, and has been operated for at least one (1) season prior to the effective date of this ordinance provision.

**PROPOSED NEW ZONING ORDINANCE LANGUAGE
FOR ACCESSORY DWELLING UNITS (ADUs)
CONWAY TOWNSHIP, MI**

Revised January 11, 2022

Section 6.27. Accessory Dwelling Unit

A. Purpose and Intent. It is the intent of this section to permit detached Accessory Dwelling Units (ADUs) upon single family properties with an existing primary dwelling in the AR and R Districts to allow homeowners to have a supplemental source of income with a long-term tenant as well as other nontangible benefits to older residents such as companionship or a live-in caretaker. It is recognized that ADUs provide an opportunity for affordable housing for young and old households as well as a way for family members to reside nearby with independence. It is further recognized that appropriate limitations are necessary to ensure compatible and harmonious use in Conway Township. Where contradictions with Article 2, definition(s) of dwelling, exist, the provisions hereunder shall apply, however the Michigan Residential Building Code shall remain applicable.

B. Regulations.

1. The principal dwelling or the ADU must be declared the main residence of the owner of record.
2. An ADU may only be established on a lot with a single-family dwelling on it in a building that is separate and detached from the principal dwelling.
3. The ADU shall not be greater than forty (40) percent of the gross floor area of the principal dwelling structure or 1,000 square feet; whichever is less.
4. The number of off-street parking spaces for the ADU shall be not less than one (1) and shall not block the required parking for the primary dwelling.
5. If garage floor area is converted for an ADU, replacement off-street parking shall be provided for the primary dwelling.
6. No more than two (2) bedrooms may be provided in the ADU.
7. The occupancy of the ADU shall not be more than two (2) persons.
8. ADUs and the principal dwelling must be connected to sewer if available. If public water and sewer are not available, the use of private water and septic systems for the ADU shall be subject to the approval of the Livingston County Health Department. The ADU shall comply with all applicable housing, building, fire, and health code requirements.
9. The primary dwelling and the ADU shall share the same vehicular access to the property.
10. All zoning district bulk and setback requirements shall apply to the site.
11. Mobile homes, shipping containers and trailers on wheels shall not be considered or used as an ADU for purposes of this section.

C. Approval Procedure.

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Architectural design, style and appearance of the main dwelling building must be maintained. In considering this factor the existing facade, roof pitch, building materials, colors, and windows of the ADU shall be consistent with the principal structure.

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The proposed development does not impair the existing views, block access to light and air, or infringe on the privacy of neighbors in a substantial fashion. In considering this factor, decision makers shall balance the importance of minimizing impacts on neighboring properties and the applicant's ability to develop the property. ¶
The proposed development is compatible with existing land uses in the area, would not be detrimental to the safety or convenience of vehicular or pedestrian traffic. ¶
Private restrictions on the use of property shall remain enforceable and take precedence over these additional district regulations. Private restrictions include but are not limited to deed restrictions, condominium master deed restrictions, neighborhood association bylaws, and binding covenants. The interpretation and enforcement of the private restriction is the sole responsibility of the private parties involved. ¶
ADUs must be located closer to the main dwelling on the subject site than the main dwelling on an adjacent property. ¶

**PROPOSED NEW ZONING ORDINANCE LANGUAGE
FOR ACCESSORY DWELLING UNITS (ADUs)
CONWAY TOWNSHIP, MI**

Revised January 11, 2022

1. ADUs shall require a land use ~~permit from the Zoning Administrator.~~
2. ~~The applicant shall submit a plan with the following information for review to the Zoning Administrator.~~
 - a. The location of the proposed ADU, lot identification (address and property number), size of lot, dimension of lot lines, existing improvements on the lot, water, sewer, and septic connections, location of structures on adjacent lots, ~~abutting streets, driveways, and parking areas.~~
 - b. ~~Any additional information required by the Ordinance or the Zoning Administrator.~~
3. ~~The Planning Commission may waive one or more of the regulations of this Section upon consideration of the following factors:~~
 - a. The topography and/or wooded nature of the subject property and how it reduces the visibility of or screens from view the detached ADU.
 - b. A unique design is proposed preventing or reducing the ability to comply with specific standards and regulations provided in Section 6.27.
 - c. Existing principal and accessory buildings on the subject property, or nearby properties, would support a waiver.

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Deleted: Sufficient architectural drawings or clear photographs to show the exterior building alterations proposed

Deleted: Interior floor plans showing the floor area of the proposed ADU and the primary dwelling. ¶
Copies of any private restrictions applicable to the subject property. ¶
Any additional information deemed necessary by the township for review. ¶

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Deleted: Proposed New Sections to be added to 7.03(A) and 8.03(A) to allow ADUs as special uses in the AR and R Districts.

CONWAY TOWNSHIP PLANNING COMMISSION BYLAWS OF

Adopted, effective immediately, September 8, 2008

(Revised August 8, 2014)

(Revised October 8, 2018)

(Revised February 14, 2022)

Deleted: (Revised July 13, 2020)

1. Name Purpose

- A. The name shall be the Conway Township Planning Commission, hereafter known as the “Commission”.
- B. These Bylaws are adopted by the Commission to facilitate the performance of its duties as outlined in P.A. 33 of 2008, as amended, being the Michigan Planning Enabling Act (M.C.L. 125.3801 et seq.), hereinafter “the Planning Act.”
- C. These Bylaws are also adopted to facilitate the duties of the Commission for administration of a zoning ordinance as outlined in P.A. 110 of 2006, as amended, being the Michigan Zoning Enabling Act (M.C.L. 125.3101 et seq.), hereinafter “the Zoning Act.”

2. Membership

- A. Members. Members of the Commission are appointed by the Conway Township Board of Trustees pursuant to the Conway Township Planning Commission Ordinance No. 21, as amended. There shall be seven members, which shall include one ex officio member.
 - 1. First priority, each member shall represent and advocate what is best for the Township of Conway as a whole, putting aside personal or special interests.
 - 2. Second priority, the membership of a planning commission shall be representative of important segments of the community, such as the economic, governmental, educational, and social development of the local unit of government, in accordance with the major interests as they exist in the local unit of government, such as agriculture, natural resources, recreation, education, public health, government, transportation, industry, and commerce, The membership shall also be representative of the entire territory of Conway Township to the extent practicable, as appointed by the Conway Township Board of Trustees.
- B. Ex Officio. As defined by statute, is a planning commission member with full voting rights unless otherwise provided, who serves on the planning commission by virtue of holding another office, for the term of that other office.
- C. Omitted.
- D. Attendance. If any member of the Commission is absent from three consecutive regularly scheduled meetings, then that member shall be considered delinquent. Delinquency shall be grounds for the Conway Township Board of Trustees to remove a member from the Commission for nonperformance of duty, or misconduct, after holding a public hearing on the matter. The Commission Secretary, or acting Secretary in the absence of the elected Secretary, shall keep attendance records and shall notify the Conway Township Board of Trustees whenever any member of the Commission is absent from three consecutive regularly scheduled meetings; this is not to include the Township Board of Trustee meetings; so the Conway Township Board of Trustees can consider further action allowed under law or excuse the absences.
- E. Conflict of Interest and Incompatibility of Office.
 - 1. Each member of the Commission shall avoid conflicts of interest and/or incompatibility of office. Each member shall disclose to the Planning Commission any

- matter in which the member may reasonably be considered to have a conflict of interest or an appointment which creates an incompatibility of office.
2. As used here, a conflict of interest shall at a minimum include, but not necessarily be limited to, the following:
 - a. Deliberating on, voting on, or reviewing a case concerning him or her.
 - b. Deliberating on, voting on, or reviewing a case concerning land owned by him or her.
 - c. Deliberating on, voting on, or reviewing a case concerning a neighboring property to property owned by a member or to property a member has a financial interest in. For purposes of this subsection, a neighboring property shall include any property falling within the notification radius for the particular application or request, as required by the Zoning Ordinance or other applicable statute; or, in the event no notification provision applies, 300 feet.
 - d. Deliberating on, voting on, or reviewing a case involving a corporation, company, partnership, or any other entity in which he or she is a part owner, or any other relationship where he or she may stand to have a financial gain or loss.
 - e. Deliberating on, voting on, or reviewing a case which is an action which results in a pecuniary benefit to him or her.
 - f. Deliberating on, voting on, or reviewing a case concerning his or her spouse, children, step-children, grandchildren, parents, brothers, sisters, grandparents, parents in-law grandparents in-law, or members of his or her household.
 - g. Deliberating on, voting on, or reviewing a case where his or her employee or employer is:
 - (1) an applicant or agent of an applicant, or
 - (2) Has a direct interest in the outcome.
 - h. There is a reasonable appearance of a conflict of interest, as determined by a majority vote of the remaining members of the Commission.
 3. When a conflict of interest exists, the member of the Commission, shall do all of the following immediately, upon first knowledge of the case and determining that a conflict exists:
 - a. declare a conflict exists at the next meeting of the Commission:
 - b. cease to participate at the Commission, or in any other manner, or represent one's self before the Commission, or others; and
 - c. during deliberation of the agenda item before the Commission, remove one's self from the front table where members of the Commission sit, until that agenda item is concluded.
 4. If a member of the Commission is appointed to another office, which is an incompatible office with his or her membership on the Commission, then on the effective date of the appointment to the other office, that shall result in an automatic resignation from the Commission. If a member of another office is appointed to the Commission, which is an incompatible office with his or her membership in the other office, then on the effective date of the appointment to the Commission, that shall result in an automatic resignation from the other office.
- F. Duties of all members.
1. Ex Parte contact.

- a. Members shall avoid ex parte contact about cases where an administrative decision is before the Commission whenever possible.
 - b. Despite one's best efforts it is sometimes not possible to avoid ex parte contact. When that happens, the member should take detailed notes on what was said and report to the Commission at a public meeting or hearing what was said, so that every member and other interested parties are made aware of what was said.
2. Site inspections.
 - a. Site inspections shall be done by the Zoning Administrator. An oral report of the site inspection shall be presented to the Commission at a public meeting. Written presentation may be requested by the Commission.
 - b. If desired, no more than one member of the Commission may accompany the Zoning Administrator on a site inspection.
3. Omitted.
4. Accepting gifts.
 - a. Gifts shall not be accepted by a member of the Commission from anyone connected with an agenda item before the Commission.
 - b. As used here, gifts, shall mean cash, any tangible item, or Service, regardless of value; and food valued over \$10.00 ten dollars.
 - c. This section does not apply to the Commission accepting gifts For the exercise of its functions pursuant to M.C.L. 125.3823(3), Section 23(3) of the Planning Act.
 - d. In Township gifts shall only be accepted by the Township Board on behalf of the planning Commission
5. Spokesperson for the Commission.
 - a. Free and open debate should take place on issues before the Commission. Such debate shall only occur at meetings of the Commission.
 - b. Once a vote is taken and an issue is decided by vote, the duty of each member of the Commission is to represent the position reflected by the outcome of the vote. Minority reports and requests for reconsideration may take place only at an open meeting of the Commission.
 - c. From time-to-time or on a specific issue the Commission may appoint a spokesperson for the Commission for all matters which occur outside of the meetings of the Commission.
6. Code of Conduct. Each member, upon appointment, shall sign a code of conduct. The current Code of Conduct for the Planning Commission is attached to these Bylaws.
7. Officers
 - a. Selection. At the regular meeting in January of each year, the Commission shall select from its membership a Chair, Vice-Chair, and Secretary. All officers are eligible for reelection. In the event the office of the Chair becomes vacant, the Vice-Chair shall succeed to this office for the unexpired term and the Commission shall select a successor to the office of Vice-Chair for the unexpired term. In the event the office of the Secretary becomes vacant, the Commission shall select a successor to the office of Secretary for the unexpired term. The Commission or Secretary may also designate another person who is not a member of the Commission to be the recording Secretary.

b. Tenure. All officers shall take office at the meeting following their selection and shall hold office for a term of ~~one, year, or until their successors are selected~~ and assume office.

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c. Chair's Duties. The Chair retains his or her ability to discuss, make motions and vote on issues before the Commission. The Chair shall:

- (1) Preside at all meetings with all powers under parliamentary procedure.
- (2) Shall rule out of order any irrelevant remarks; remarks which are personal; remarks about another's race, religion, sex, physical condition, ethnic background, beliefs, or similar topics; profanity or other remarks which are not about the topic before the Commission.
- (3) Restate all motions as pursuant to these Bylaws.
- (4) Appoint committees.
- (5) Appoint officers of committees or choose to let the committees select their own officers.
- (6) May call special meetings pursuant to these Bylaws.
- (7) Act as an Ex-Officio member of all committees of the Commission.
- (8) Appoint an Acting-Secretary in the event the Secretary is absent from a Commission meeting.
- (9) Review with the Secretary, prior to a Commission meeting, the items to be on the agenda if he or she so chooses.
- (10) Periodically meet with the Planner hired by the Board of Trustees, the County Planner to review Planning procedures, and to monitor progress on various projects.
- (11) Act as the Commissions chief spokesman and lobbyist to represent the Commission at local, regional, and state government levels.
- (12) Represent the Commission before the Conway Township Board of Trustees.
- (13) Perform such other duties as may be ordered by the Commission.

d. Vice-Chair's Duties. The Vice Chair shall:

- (1) Act in the capacity of the Chair, with all the powers and duties of the Chair.
- (2) Perform such other duties as may be ordered by the Commission.

e. Secretary's Duties. The secretary shall:

- (1) Execute documents in the name of the Commission;
- (2) Be responsible for the minutes of each meeting.
- (3) Review the draft of the minutes, sign them, and submit them for approval to the Commission and shall have them spread in suitable volumes. Copies of minutes shall be distributed to each member of the Commission prior to the next meeting of the Commission.
- (4) Keep attendance records pursuant to these Bylaws.
- (5) Provide notice to the public and members of the Commission for all regular and special meetings, pursuant to the Open Meetings Act, P.A. 267 of 1976, as amended, M.C.L. 15.261 et seq.
- (6) Prepare an agenda for the Commission meetings pursuant to these Bylaws.
- (7) Perform such other duties as may be ordered by the Commission.

G. Meetings

1. Regular meetings. Meetings of the Commission will be held the 2nd Monday of every month at 7:00 p.m. at the Conway Township Hall. When the regular meeting day falls on a legal holiday, the Commission shall select a suitable alternate day in the same month. As annual notice or regularly scheduled Commission meeting shall comply with P.A. 267 of 1976, as amended, (being the Michigan Open Meeting Act M.C.L. 15.261 et seq.)
2. Special Meetings. Special meetings shall be called in the following manner:
 - a. By the Chair.
 - b. By any two members of the Commission.
 - c. By the Chair at the request of any non-member of the Commission, upon payment of a non-refundable fee to cover costs of the special meeting. The fee shall be set by the Conway Township Board of Trustees.
 - d. Notice of special meetings shall be given by the Secretary to members of the Commission at least forty eight (48) hours prior to such meeting and shall state the purpose, time, day, month, date, year and location of the meeting. In addition notices shall comply with P.A. 267 of 1976, as amended, (being the Michigan Open Meetings Act M.C.L. 15.261 et seq.).
3. Recess. The Chair, or the Commission, after the meeting has been in session for two hours (not including site inspections), may suspend the Commission's business and evaluate the remaining items on its agenda. The Commission shall then decide to finish that meeting's agenda, may act to continue the meeting on another day (fix the time at which to adjourn), or complete some agenda items and continue the meeting on another day to complete other agenda items or postpone certain agenda items to the next meeting. If applicable such action shall include the time, day, month, date, year, and location the Commission will reconvene. If more than 18 hours will pass before the reconvened Commission, public notice shall be given to comply with P.A. 267 of 1976 as amended, (being the Michigan Open Meeting Act M.C.L. 15.261 et seq.). Upon reconvening, a roll call of attendance shall be the first item of business before proceeding with the same agenda. The Commission shall resume with the same meeting agenda, proceeding at the same point where they left off, without the addition of additional business.
4. Quorum. More than half the total number of seats for members of the Commission, regardless if vacancies exist or not, shall constitute a quorum for the transaction of business and the taking of official action for all matters before the Commission. Whenever a quorum is not present at a regular or special meeting, those present shall adjourn the meeting to another day.
5. Motions.
 - a. Motions shall be restated by the Chair before a vote is taken.
 - b. Findings of Fact. All actions taken in an administrative capacity (including but not limited to, special use permits, subdivisions, zoning, site plan review, planned unit developments, review and submission on another municipality's proposed plan, review and submission on a capital improvement, review of township zoning) shall include each of the following parts.
 - (1) A finding of fact, listing what the Commission determines to be relevant facts in the case in order to eliminate misleading statements, hearsay, irrelevant, and untrue statements;

- (2) Conclusions to list reasons based on the facts for the Commission's action, often directly related, or not, to a finding of compliance, or noncompliance, to standard;
 - (3) The Commission's action; and
 - (4) As applicable, recommendation or decision on approval, approval with conditions, or disapproval.
6. Voting. Voting shall be by voice and shall be recorded as passing or Failing. Roll call votes will be recorded only upon request by a member of the Commission and shall be recorded by "yes" or "no". Members must be present to cast a vote. Voting by proxy shall not occur. The affirmative vote of a majority of those present or a majority of a quorum, whichever is greater, shall be necessary for the adoption of motions. The affirmative vote of a majority of the total number of seats for members of the Commission, regardless if vacancies or absences exist or not, shall be necessary for the adoption, or recommendation for adoption, of any plan or amendment to a plan.
7. Commission Action. Action by the Commission on any matter on which a hearing is held shall not be taken until the hearing has been concluded.
8. Parliamentary Procedure. Parliamentary procedure in Commission meetings shall be informal. However, if required to keep order, Commission meetings shall then be governed by Roberts Rules of Order, as amended and revised, for issues not specifically covered by these Bylaws. Where these Bylaws conflict, or are different than Robert's Rules of Order, then these Bylaws control.
9. Public Participation. All regular and special meetings, hearings, records, and accounts shall be open to the public. All public comment on all agenda items should be presented at the beginning of the meeting where provided in the printed agenda. After that point during the meeting, public comment is normally not allowed; however, sometimes the Commission may direct questions to members of the public. Public comment is at the beginning of the meeting so the Commission can hear concerns and questions before acting on an issue. Those making public comment are expected to be familiar with the issue and have prepared comments ahead of time. To help the public in preparing for the meeting, any written material shall be made available without cost for members of the public asking for a copy prior to the meeting. The Chair may limit the amount of time allowed for each person wishing to make public comment at a Commission meeting. The Chair may ask members of the audience to caucus with others sharing similar positions so they may select a single spokesperson. If a single spokesperson is selected, that individual shall be able to make public comment at the Commission meeting with an extended time limit set by the Chair.
10. Consensus Business. Certain items of business before the Commission are routine matters where no discussion normally occurs or is expected to occur and a consensus for adoption normally occurs or is expected to occur. The individual preparing the agenda may mark such items on the agenda as a Consent Item, if that individual feels it qualifies as consensus business. The agenda or material presented on the issue should indicate the proposed action (approve, disapprove, no comment, approve with modification).
 - a. Any Consent Item can be removed by request of a member. It is automatically removed if discussed during Public Participation.

- b. A motion to adopt the Consent Items can be made, in effect adopting all agenda items still included as Consent Items. The approval of minutes could be proposed on the agenda as a Consent Item.
 - c. Consensus business can be proposed for any item on the agenda, but shall never include any of the following.
 - (1) Review of plans and zoning ordinances, or any part or amendment thereto.
 - (2) Action on special use permits, planned unit developments, site plans, and similar administrative actions. Election of officers.
 - (3) Any item not printed on the agenda which is delivered, along with adequate supporting information, to Commissioners prior to the meeting.
 - d. The motion to adopt Consent Items in the minutes shall clearly list each item and indicate its action/disposition.
11. Order of Business/Agenda. The Secretary, or designee, shall prepare an Agenda for each meeting and the order of business shall be as follows:
- a. Call to order, Pledge of Allegiance.
 - b. Matters pertaining to citizens present at the meeting, as advertised public hearings. The Chair will declare such a public hearing open and state its purpose. The petitioner, or proponent of the action advertised will be heard first
 - c. Housekeeping business such as, consent business, approval of minutes, communication, other.
 - d. Unfinished business and reports to include but not limited to, a report from the Conway Township Board of Trustees about the action taken by the Board on the items sent to them by the Commission for their action.
 - e. New business.
 - f. Public participation for items not on this agenda.
 - g. Adjournment.
12. Delivery of Agenda.
- a. A digital copy of the agenda and accompanying materials shall be emailed to Commission members so it is reasonably expected to be received prior to the weekend prior to the regular meeting date. A hard copy may be available for pick up upon request.
 - b. Any agenda materials must be submitted to the Chair and Secretary no later than noon the Tuesday before the meeting.
13. Placement of Items on the Agenda.
- a. The Conway Township Clerk shall be the office of record for the Commission.
 - b. The Zoning Administrator may receive items on behalf of the Commission between the time of the adjournment of the previous Commission meeting and eight business days prior to the next regularly scheduled Commission meeting.
 - c. Items received by the Zoning Administrator between seven business days prior to the next regularly scheduled Commission meeting and the next regularly scheduled Commission meeting shall be set aside to be received by the Commission at its next regularly scheduled Commission meeting. The Commission may act on those items of a minor nature or table action to the subsequent regular or special Commission meeting. Those items of a major

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nature, or items normally receiving review, analysis, or recommendation shall be tabled until the subsequent regular or special Commission meeting.

- d. The deadline to add items to the Commission's meeting agenda shall be seven business days prior to the next regularly scheduled Commission meeting.

14. Record

- a. Minutes and Record. The Commission Secretary shall keep, or caused to be kept, a record of Commission meetings, which shall at a minimum include an indication of the following:
 - (1) Copy of the meeting posting pursuant to P.A. 267 of 1976, as amended, (being the Michigan Open Meetings Act, M.C.L. 15.261 et seq.).
 - (2) Copy of the minutes, and all its attachments which shall include a summary of the meeting, in chronological sequence of occurrence.
 - (3) Time and place the meeting was called to order.
 - (4) Attendance.
 - (5) Indication of others present.
 - (6) Summary or text of points of all reports including reports of what was seen and discussed at a site inspection given at the meeting, and who gave the report and in what capacity.
 - (7) Summary of all points made in public participation or at a hearing by the applicant, officials, and guests and an indication of who made the comments. An alternative is to attach a copy of the public's statement, petition, or letter if it is provided in written form.
 - (8) Full text of all motions introduced, whether seconded or not, who made the motion and who seconded the motion. For each motion, the following should be included: who testified and a summary of what was said, a statement of what is being approved, the location of the property involved including tax parcel number ID, what exhibits were submitted, what evidence was considered, the administrative body's findings of fact, reasons for the decision made and if denied then each reason should refer to a section of an ordinance which would be violated or with which not complied, the decision if denied, approved, or approved with modification, a list of all required improvements, a list of all changes to the map/drawing/site plan that was submitted, who called the question, what type of vote and its outcome, that a person making a motion withdrew it from consideration, all the Chair's rulings, all challenges, discussion and vote/outcome on a Chair's ruling, all parliamentary inquiries or points of order, when a voting member enters or leaves the meeting, when a voting member has a conflict of interest and when the voting member ceases and resumes participation in discussion, voting and deliberations at a meeting, all calls for an attendance count, the attendance, and ruling if a quorum exists or not, the start and end of each recess, all Chair's rulings of discussion being out of order, full text of any resolutions offered, summary of announcements, summary of informal actions, or agreement on consensus, time of adjournment.

- b. Records of any action, support documents, maps, site plans, photographs, correspondence received, attached as an appendix to the minutes.
 - c. Retention. Commission records shall be preserved and kept on file according to the Township's record retention schedule.
- 15. Mileage and Per Diem. Mileage and per diem shall be paid to members of the Commission at the will of and at the rate established by the Conway Township Board of Trustees. No mileage or per diem is paid to any member to attend the Board of Trustee meetings.
- 16. Hearings. Before the adoption of any part of a plan, as defined in the Planning Act, or any amendment to a plan, or recommending approval of an amendment to the Conway Township Board of Trustees, the Commission shall hold a public hearing on the matter. Notice of the time and place of the hearing shall be given, not less than 15 days prior to such hearing, by at least one publication in each newspaper of general circulation. Notice of special hearings for the purposes of presenting preliminary master plans, obtaining public opinion on a problem, or discussion of a particular problem with interested parties will be given in the most practical manner and to persons, or group representatives most interested and as required by the Planning Act, Zoning Act, and relevant local zoning ordinance. A written notice containing the decision of the Commission will be sent to petitioners and originators of a request for the Commission to study a special problem.
- 17. Zoning Responsibilities. All the powers of zoning are transferred to this Commission, pursuant to M.C.L. 125.3301 of the Zoning Act. The Commission shall review and act on all proposed zoning ordinances, or zoning amendments pursuant to the Zoning Act. At least one hearing shall be held on each proposed zoning ordinance or amendment, with notices given as specified in the zoning ordinance and the Zoning Act. After the hearing, action shall be in the form of a recommendation to the Conway Township Board of Trustees. At a minimum the recommendation shall include the text of a zoning ordinance or amendment with the necessary maps and zoning regulations to be adopted for a zoning district or the zoning jurisdiction as a whole; and the manner of administering and enforcing the zoning ordinance. The Commission shall review and act on all special use permits pursuant to the Zoning Act and the zoning ordinance. At least one hearing shall be held on each proposed zoning ordinance or amendment, with notices given as specified in the zoning ordinance and the Zoning Act. After the hearing, action shall be in the form of a motion which contains a finding of fact, conclusions as to a list of reasons for action, the Commission's action pursuant to these Bylaws and a recommendation to the Conway Township Board of Trustees. The Commission shall review and act on all those site plans which the zoning ordinance requires Commission action. Action shall be in the form of a motion which contains a finding of fact, conclusions as to a list of reasons for the action, and the Commission's action, pursuant to these Bylaws. The Commission shall not act, or otherwise hear issues on zoning ordinance interpretations, zoning map interpretation, or variances. Such matters shall be exclusively the jurisdiction of the Zoning Board of Appeals.
- 18. Other Matters to be Considered by the Commission
 - a. The following matters shall be presented for consideration at a meeting of the Commission:
 - (1) Preparation of an annual report of the Commission.

(2) Selection of Consultants and a recommendation to the Conway Township Board of Trustees for same.

19. Adoption, Repeal, Amendments

- a. Upon adoption of these Bylaws of 9/8/2008, they shall become effective and all previous Bylaws, shall be repealed.
- b. The Commission may suspend any one of these Bylaws, for a duration of not more than one agenda item or meeting.
- c. These Bylaws may be amended at any regular or special meeting by a two-third (2/3) vote of the members present.

Amended by the Conway Township Planning Commission at a regular meeting held on ~~February 14, 2022.~~

Deleted: October 8, 2018.

Deleted: July 13, 2020

/s/ _____
Londa Horton, Secretary

CODE OF CONDUCT AND OATH OF OFFICE

The Appointed Member of the Conway Township Planning Commission agrees to abide by this Code of Conduct.

As a member I will:

1. Accept responsibility to represent the Conway Township Planning Commission which I am appointed to with dignity and pride by being a positive role model.
2. Conduct myself in a businesslike manner, respecting the rights and opinions of other members and of the public. Abusive, insulting, profane or excessively argumentative language or conduct should not be tolerated.
3. Abstain from, and not tolerate, physical or verbal abuse.
4. Accept the responsibility to promote and support development of effective planning and zoning programs.
5. Attend the meetings of the Planning Commission on a regular basis and provide prior notification of any necessary absences.
6. Read the Master Plan, Zoning Ordinance, other ordinance, rules of procedure, bylaws, and other pertinent documents which pertain to the business of the Planning Commission and continue to gain knowledge and understanding through self-study, inquires and attending appropriate training when possible.
7. Respect, adhere to, and help enforce the rules, policies, and guidelines established by the Planning Commission and Township Board of Trustees.
8. Read meeting packet materials ahead of time and otherwise be prepared for the meetings.
9. Refrain from deciding cases before the meeting discussion.
10. Participate in the Planning Commission deliberation at the meetings when appropriate.
11. Do not engage in criminal activities, and other activities including but not limited to situations of conflict of interest, ex parte contact, or accepting gifts as a form of influencing your vote.
12. In public forums, after a vote by the Planning Commission has been taken, I will represent the adopted majority position of the Planning Commission when speaking on behalf of the Planning Commission.
13. I will follow, and will help my community follow the community planning principles established by the Michigan Association of Planning, the Michigan Chapter of the American Planning Association.

OATH OF OFFICE

I, _____ solemnly swear that I will support the Constitution of the United States and the Constitution of the State of Michigan, and that I will discharge the duties of the office of a member of the Planning Commission in and for Conway Township to the best of my ability.

Signed: _____ Date _____

Conway Township Cemetery Meeting Minutes January 15, 2022

Meeting called to order at 9:00 AM

Present: Elizabeth Whitt, David Whitt, Gary Klein, Jeff Klein

Absent: Ed Adams

Public: Gabriele Bresett

The meeting was called to order at 9:00 a.m. by Chair Elizabeth Whitt

Motion by J. Klein to appoint Gabriele Bresett and Nanci Forster to the committee. Support by G. Klein. Motion approved.

Motion by D Whitt to re-elect E. Whitt as Chair. Support by G. Klein. Motion approved.

Motion by E. Whitt to elect Forster as Vice-Chair. Support by D. Whitt. Motion approved.

Motion by D. Whitt to elect Bresett as Secretary. Support by G. Klein. Motion approved.

J. Klein reported on current prices for cedar posts and rails for the corners of some of the cemeteries. Posts are \$12.63 And rails are \$14.68. Six posts and 22 rails are needed.

Motion by G. Klein to authorize up to \$600 for cedar fence components. Support by D. Whitt. Motion approved.

D. Whitt reported on barrels for trash receptacles. They are currently \$25 each delivered.

Motion by E. Whitt to purchase ten barrels for up to \$350. Support by G. Klein. Motion approved.

E. Whitt reported only one bid had been obtained for tree removal to date. More are being solicited.

Motion by D. Whitt to adjourn at 9:45. Support by J. Klein. Motion approved.



8015 Fowlerville Road - PO Box 1157 - Fowlerville, Michigan 48836

P: 517-223-0358 F: 517-223-0533

From: Todd Thomas - Conway Township Zoning Administrator

To: Conway Township Board of Trustees

Subject: Zoning Administrator Report

Period: **January** 2022

Name	Location	Permit#	ID #	Details
Hoisington	6666 Sherwood	001-022	24-300-006	home remodel
Ames	Sober	002-022	02-100-042	private Drive
Ames	Sober	003-022	02-100-040	private Drive
Barbour	Sober	004-022	02-100-042	detached garage

Conway Township Reconciliation Summary

001.000 · First National - Tax Checking, Period Ending 01/31/2022

	Jan 31, 22
Beginning Balance	50,000.00
Cleared Transactions	
Checks and Payments - 29 items	-1,661,809.31
Deposits and Credits - 27 items	1,661,809.31
Total Cleared Transactions	0.00
Cleared Balance	50,000.00
Uncleared Transactions	
Checks and Payments - 11 items	-256,545.56
Deposits and Credits - 1 item	550.00
Total Uncleared Transactions	-255,995.56
Register Balance as of 01/31/2022	-205,995.56
New Transactions	
Checks and Payments - 3 items	-3,835.89
Total New Transactions	-3,835.89
Ending Balance	-209,831.45

12:27 PM

02/10/22

Conway Township Reconciliation Summary

000-002 · First National - Dog License, Period Ending 01/31/2022

	<u>Jan 31, 22</u>
Beginning Balance	257.50
Cleared Transactions	
Checks and Payments - 2 items	<u>-240.00</u>
Total Cleared Transactions	<u>-240.00</u>
Cleared Balance	<u>17.50</u>
Register Balance as of 01/31/2022	17.50
Ending Balance	17.50

1:43 PM

02/09/22

Conway Township Reconciliation Summary

016.500 · First National - Gen Fund ICS, Period Ending 01/31/2022

	<u>Jan 31, 22</u>
Beginning Balance	325,796.30
Cleared Transactions	
Checks and Payments - 7 items	-81,386.27
Deposits and Credits - 5 items	156,921.04
Total Cleared Transactions	<u>75,534.77</u>
Cleared Balance	<u><u>401,331.07</u></u>
Uncleared Transactions	
Checks and Payments - 1 item	-240,869.82
Total Uncleared Transactions	<u>-240,869.82</u>
Register Balance as of 01/31/2022	<u><u>160,461.25</u></u>
New Transactions	
Checks and Payments - 2 items	-33,544.85
Total New Transactions	<u>-33,544.85</u>
Ending Balance	<u><u>126,916.40</u></u>

Conway Township
Reconciliation Summary
016.000 - First National - General Fund, Period Ending 01/31/2022

	Jan 31, 22	
Beginning Balance		100,000.00
Cleared Transactions		
Checks and Payments - 21 items	-178,648.79	
Deposits and Credits - 13 items	178,648.79	
Total Cleared Transactions	0.00	
Cleared Balance		100,000.00
Uncleared Transactions		
Checks and Payments - 14 items	-39,976.33	
Deposits and Credits - 1 item	25.00	
Total Uncleared Transactions	-39,951.33	
Register Balance as of 01/31/2022		60,048.67
New Transactions		
Checks and Payments - 9 items	-2,508.18	
Deposits and Credits - 2 items	33,544.85	
Total New Transactions	31,036.67	
Ending Balance		91,085.34

10:04 AM

02/09/22

Conway Township
Reconciliation Summary
008.001 · Flagstar Contingent CD, Period Ending 12/31/2021

	<u>Dec 31, 21</u>
Beginning Balance	195,711.70
Cleared Balance	195,711.70
Register Balance as of 12/31/2021	195,711.70
Ending Balance	195,711.70

2:31 PM

02/08/22

Conway Township Trust & Agency Fund #701
Reconciliation Summary
001.000 · 1st National Trust & Agency Ckg, Period Ending 01/31/2022

	<u>Jan 31, 22</u>
Beginning Balance	21,510.00
Cleared Transactions	
Deposits and Credits - 3 items	<u>600.00</u>
Total Cleared Transactions	<u>600.00</u>
Cleared Balance	<u><u>22,110.00</u></u>
Register Balance as of 01/31/2022	22,110.00
New Transactions	
Deposits and Credits - 1 item	<u>200.00</u>
Total New Transactions	<u>200.00</u>
Ending Balance	<u><u>22,310.00</u></u>

1:35 PM

02/08/22

Conway Township - Cemetery Fund #150

Reconciliation Summary

003.000 · First National Bank - Cemetery, Period Ending 12/31/2021

	<u>Dec 31, 21</u>
Beginning Balance	57,530.15
Cleared Transactions	
Checks and Payments - 2 items	-1,200.00
Deposits and Credits - 1 item	1,000.00
Total Cleared Transactions	<u>-200.00</u>
Cleared Balance	<u>57,330.15</u>
Register Balance as of 12/31/2021	57,330.15
Ending Balance	57,330.15

1:16 PM

02/08/22

Conway Township - Road Fund #201
Reconciliation Summary
006.000 · First National - Road ICS, Period Ending 01/31/2022

	<u>Jan 31, 22</u>
Beginning Balance	256,234.76
Cleared Transactions	
Deposits and Credits - 2 items	<u>64,497.77</u>
Total Cleared Transactions	<u>64,497.77</u>
Cleared Balance	<u><u>320,732.53</u></u>
Register Balance as of 01/31/2022	320,732.53
Ending Balance	320,732.53

1:09 PM

02/08/22

Conway Township - Road Fund #201
Reconciliation Summary
005.000 · First National Road Fund, Period Ending 01/31/2022

	<u>Jan 31, 22</u>
Beginning Balance	10,000.00
Cleared Transactions	
Checks and Payments - 1 item	-64,448.67
Deposits and Credits - 1 item	64,448.67
	<u>0.00</u>
Total Cleared Transactions	0.00
Cleared Balance	<u>10,000.00</u>
Register Balance as of 01/31/2022	10,000.00
New Transactions	
Checks and Payments - 1 item	-118,717.19
	<u>-118,717.19</u>
Total New Transactions	-118,717.19
Ending Balance	<u><u>-108,717.19</u></u>

12:24 PM

02/08/22

Conway Township
Reconciliation Summary
001.001 - Chase - General Fund, Period Ending 01/31/2022

	<u>Jan 31, 22</u>
Beginning Balance	3,058.98
Cleared Transactions	
Deposits and Credits - 1 item	<u>25.00</u>
Total Cleared Transactions	<u>25.00</u>
Cleared Balance	<u>3,083.98</u>
Register Balance as of 01/31/2022	3,083.98
Ending Balance	3,083.98

10:52 AM

02/08/22

Conway Township
Reconciliation Summary
009.000 · MSUFCU CD, Period Ending 01/31/2022

	<u>Jan 31, 22</u>
Beginning Balance	
Cleared Transactions	239,262.82
Deposits and Credits - 1 item	<u>131.88</u>
Total Cleared Transactions	<u>131.88</u>
Cleared Balance	<u>239,394.70</u>
Register Balance as of 01/31/2022	239,394.70
Ending Balance	239,394.70

10:53 AM

02/08/22

Conway Township
Reconciliation Summary
009.001 · MSUFCU Saver, Period Ending 01/31/2022

	<u>Jan 31, 22</u>
Beginning Balance	5.00
Cleared Balance	5.00
Register Balance as of 01/31/2022	5.00
Ending Balance	5.00

10:42 AM

02/08/22

Conway Township
Reconciliation Summary
002.000 - Chase - Building Fund, Period Ending 01/31/2022

	<u>Jan 31, 22</u>
Beginning Balance	129,406.95
Cleared Transactions	
Deposits and Credits - 1 item	<u>5.46</u>
Total Cleared Transactions	<u>5.46</u>
Cleared Balance	<u>129,412.41</u>
Register Balance as of 01/31/2022	129,412.41
Ending Balance	129,412.41

10:25 AM

02/08/22

Conway Township
Reconciliation Summary
003.000 - Huntington - Cont Acct #2, Period Ending 01/31/2022

	<u>Jan 31, 22</u>
Beginning Balance	235,941.90
Cleared Transactions	
Checks and Payments - 1 item	-5.00
Deposits and Credits - 1 item	2.00
Total Cleared Transactions	<u>-3.00</u>
Cleared Balance	<u>235,938.90</u>
Register Balance as of 01/31/2022	235,938.90
Ending Balance	235,938.90

10:22 AM

02/08/22

**Conway Township
Reconciliation Summary**

015.000 · Independent Bank - ARPA Funds, Period Ending 01/31/2022

	<u>Jan 31, 22</u>
Beginning Balance	188,926.50
Cleared Balance	188,926.50
Register Balance as of 01/31/2022	188,926.50
Ending Balance	188,926.50

Conway Township
Check Detail
January 2022

Type	Num	Date	Name	Account	Paid Amount
Check	ACH	01/03/2022	DTE Energy	016.000 · First National - General Fund	
				265.920 · Utilities	-237.75
					<u>-237.75</u>
Check	ACH	01/18/2022	Municipal Employees Retirement System	016.000 · First National - General Fund	
				204.000 · Payroll Liabilities	-874.91
					<u>-874.91</u>
Check	ACH	01/19/2022	JP Morgan Chase	016.000 · First National - General Fund	
				102.726 · Supplies	-123.34
					<u>-123.34</u>
Check	DEBIT	01/04/2022	First National	016.000 · First National - General Fund	
				102.900 · Printing & Publishing	-64.51
					<u>-64.51</u>
Bill Pmt -Check	12017	01/25/2022	American Express	016.000 · First National - General Fund	
Bill	8-51000	01/25/2022		265.859 · Internet & Phones	-756.18
				102.900 · Printing & Publishing	-113.63
				102.726 · Supplies	-311.88
					<u>-1,181.69</u>
Bill Pmt -Check	12018	01/25/2022	Applied Imaging	016.000 · First National - General Fund	
Bill	1872727	12/29/2021		265.930 · Equipment Maintenance	-70.43
					<u>-70.43</u>
Bill Pmt -Check	12019	01/25/2022	Debbie Grubb	016.000 · First National - General Fund	
Bill		01/05/2022		102.970 · Mileage	-44.35
					<u>-44.35</u>
Bill Pmt -Check	12020	01/25/2022	Econo Print	016.000 · First National - General Fund	
Bill	67580	01/25/2022		102.900 · Printing & Publishing	-257.03
Bill	67581	01/25/2022		102.900 · Printing & Publishing	-87.88
					<u>-344.91</u>
Bill Pmt -Check	12021	01/25/2022	Fire Protections Plus, Inc.	016.000 · First National - General Fund	
Bill	01111	01/11/2022		265.935 · Building Maintenance	-96.75
					<u>-96.75</u>
Bill Pmt -Check	12022	01/25/2022	Great Lakes Outdoor Solutions	016.000 · First National - General Fund	
Bill	INV0567	12/29/2021		265.805 · Snow Removal	-90.00
Bill	INV0570	12/29/2021		265.805 · Snow Removal	-140.00
Bill	INV0572	01/25/2022		265.805 · Snow Removal	-320.00
					<u>-550.00</u>
Bill Pmt -Check	12023	01/25/2022	H & H Publication	016.000 · First National - General Fund	
Bill	41084	01/05/2022		102.900 · Printing & Publishing	-67.50
					<u>-67.50</u>

Conway Township
Check Detail
January 2022

-67.50

Bill Pmt -Check	12024	01/25/2022	IIMC	016.000 · First National - General Fund	
Bill		01/25/2022		215.969 · Seminars & Workshops	-200.00
Bill		01/25/2022		102.801 · Memberships & Dues	-140.00
					<u>-340.00</u>
Bill Pmt -Check	12025	01/25/2022	JP Morgan Chase	016.000 · First National - General Fund	
Bill	4246315282623154	01/04/2022		265.859 · Internet & Phones	-41.03
				265.859 · Internet & Phones	-82.31
					<u>-123.34</u>
Bill Pmt -Check	12026	01/25/2022	Nanci Forster	016.000 · First National - General Fund	
Bill		01/11/2022		102.970 · Mileage	-40.77
					<u>-40.77</u>
Bill Pmt -Check	12027	01/25/2022	NetSmart Plus	016.000 · First National - General Fund	
Bill	1883498	01/25/2022		265.859 · Internet & Phones	-1,682.77
					<u>-1,682.77</u>
Bill Pmt -Check	12028	01/25/2022	Pikk Services LLC	016.000 · First National - General Fund	
Bill	10507	01/11/2022		265.935 · Building Maintenance	-240.00
					<u>-240.00</u>
Bill Pmt -Check	12029	01/25/2022	Point&Pay	016.000 · First National - General Fund	
Bill		01/25/2022		253.975 · Bank Service Charge	-50.00
					<u>-50.00</u>
Bill Pmt -Check	12030	01/25/2022	Sharon's Heating & Air Conditioning	016.000 · First National - General Fund	
Bill	9366	01/25/2022		265.971 · Capital Improvement	-26,500.00
					<u>-26,500.00</u>
Bill Pmt -Check	12031	01/25/2022	Village Of Fowlerville	016.000 · First National - General Fund	
Bill	22-0000460	01/25/2022		301.702 · Contribution Police Salaries	-5,000.00
					<u>-5,000.00</u>
Bill Pmt -Check	12032	01/25/2022	William Grubb	016.000 · First National - General Fund	
Bill		01/25/2022		102.970 · Mileage	-16.35
					<u>-16.35</u>
Bill Pmt -Check	12040	01/19/2022	Point&Pay	016.000 · First National - General Fund	
Bill		11/21/2021		253.975 · Bank Service Charge	-50.00
					<u>-50.00</u>

Conway Township - Cemetery Fund #150

Check Detail

January 2022

<u>Num</u>	<u>Date</u>	<u>Name</u>	<u>Item</u>	<u>Account</u>
	01/13/2022	Herrmann Funeral Home		003.000 · First National Bank - Cemetery
				661.000 · Burial Fee
1002	01/25/2022	Genesee Valley Vault, Inc.		003.000 · First National Bank - Cemetery
34243	01/25/2022			661.000 · Burial Fee

Conway Township - Cemetery Fund #150
Check Detail
January 2022

Paid Amount

-600.00
-600.00

-600.00
-600.00

Conway Township
Check Detail
January 2022

Type	Num	Date	Name	Account	Paid Amount
Check	ACH	01/03/2022	DTE Energy	016.000 · First National - General Fund	
				265.920 · Utilities	-237.75
					<u>-237.75</u>
Check	ACH	01/18/2022	Municipal Employees Retirement System	016.000 · First National - General Fund	
				204.000 · Payroll Liabilities	-874.91
					<u>-874.91</u>
Check	ACH	01/19/2022	JP Morgan Chase	016.000 · First National - General Fund	
				102.726 · Supplies	-123.34
					<u>-123.34</u>
Check	DEBIT	01/04/2022	First National	016.000 · First National - General Fund	
				102.900 · Printing & Publishing	-64.51
					<u>-64.51</u>
Bill Pmt -Check	12017	01/25/2022	American Express	016.000 · First National - General Fund	
Bill	8-51000	01/25/2022		265.859 · Internet & Phones	-756.18
				102.900 · Printing & Publishing	-113.63
				102.726 · Supplies	-311.88
					<u>-1,181.69</u>
Bill Pmt -Check	12018	01/25/2022	Applied Imaging	016.000 · First National - General Fund	
Bill	1872727	12/29/2021		265.930 · Equipment Maintenance	-70.43
					<u>-70.43</u>
Bill Pmt -Check	12019	01/25/2022	Debbie Grubb	016.000 · First National - General Fund	
Bill		01/05/2022		102.970 · Mileage	-44.35
					<u>-44.35</u>
Bill Pmt -Check	12020	01/25/2022	Econo Print	016.000 · First National - General Fund	
Bill	67580	01/25/2022		102.900 · Printing & Publishing	-257.03
Bill	67581	01/25/2022		102.900 · Printing & Publishing	-87.88
					<u>-344.91</u>
Bill Pmt -Check	12021	01/25/2022	Fire Protections Plus, Inc.	016.000 · First National - General Fund	
Bill	01111	01/11/2022		265.935 · Building Maintenance	-96.75
					<u>-96.75</u>
Bill Pmt -Check	12022	01/25/2022	Great Lakes Outdoor Solutions	016.000 · First National - General Fund	
Bill	INV0567	12/29/2021		265.805 · Snow Removal	-90.00
Bill	INV0570	12/29/2021		265.805 · Snow Removal	-140.00
Bill	INV0572	01/25/2022		265.805 · Snow Removal	-320.00
					<u>-550.00</u>
Bill Pmt -Check	12023	01/25/2022	H & H Publication	016.000 · First National - General Fund	
Bill	41084	01/05/2022		102.900 · Printing & Publishing	-67.50
					<u>-67.50</u>

Conway Township
Check Detail
January 2022

-67.50

Bill Pmt -Check	12024	01/25/2022	IIMC	016.000 · First National - General Fund	
Bill		01/25/2022		215.969 · Seminars & Workshops	-200.00
Bill		01/25/2022		102.801 · Memberships & Dues	-140.00
					<u>-340.00</u>
Bill Pmt -Check	12025	01/25/2022	JP Morgan Chase	016.000 · First National - General Fund	
Bill	4246315282623154	01/04/2022		265.859 · Internet & Phones	-41.03
				265.859 · Internet & Phones	-82.31
					<u>-123.34</u>
Bill Pmt -Check	12026	01/25/2022	Nanci Forster	016.000 · First National - General Fund	
Bill		01/11/2022		102.970 · Mileage	-40.77
					<u>-40.77</u>
Bill Pmt -Check	12027	01/25/2022	NetSmart Plus	016.000 · First National - General Fund	
Bill	1883498	01/25/2022		265.859 · Internet & Phones	-1,682.77
					<u>-1,682.77</u>
Bill Pmt -Check	12028	01/25/2022	Pikk Services LLC	016.000 · First National - General Fund	
Bill	10507	01/11/2022		265.935 · Building Maintenance	-240.00
					<u>-240.00</u>
Bill Pmt -Check	12029	01/25/2022	Point&Pay	016.000 · First National - General Fund	
Bill		01/25/2022		253.975 · Bank Service Charge	-50.00
					<u>-50.00</u>
Bill Pmt -Check	12030	01/25/2022	Sharon's Heating & Air Conditioning	016.000 · First National - General Fund	
Bill	9366	01/25/2022		265.971 · Capital Improvement	-26,500.00
					<u>-26,500.00</u>
Bill Pmt -Check	12031	01/25/2022	Village Of Fowlerville	016.000 · First National - General Fund	
Bill	22-0000460	01/25/2022		301.702 · Contribution Police Salaries	-5,000.00
					<u>-5,000.00</u>
Bill Pmt -Check	12032	01/25/2022	William Grubb	016.000 · First National - General Fund	
Bill		01/25/2022		102.970 · Mileage	-16.35
					<u>-16.35</u>
Bill Pmt -Check	12040	01/19/2022	Point&Pay	016.000 · First National - General Fund	
Bill		11/21/2021		253.975 · Bank Service Charge	-50.00
					<u>-50.00</u>

**Conway Township
Journal
January 2022**

<u>Trans #</u>	<u>Date</u>	<u>Num</u>	<u>Memo</u>	<u>Account</u>	<u>Debit</u>	<u>Credit</u>
12,279	01/18/2022	EAW JE#22	Unallocated:Receptionist salary	102.702 · Office Assistant Salary	1,098.00	
			Fica ER	102.704 · Payroll Taxes	840.09	
			Med ER	102.704 · Payroll Taxes	196.50	
			Invoice	102.710 · Payroll Billing	200.49	
			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	2,846.00	
			Clerk's Office:Salaries & Wages	215.702 · Salaries & Wages	2,061.91	
			Clerk's Office:Deputies Wages	215.703 · Deputies Wages	1,470.00	
			Michigan Withholding Liability	218 · Michigan Withholding Liability	576.52	
			Board of Review:Salaries & Wages	247.702 · Salaries & Wages	150.00	
			Treasurer's Office:Salaries & Wages	253.702 · Salaries & Wages	1,940.08	
			Assessor:Salaries	257.702 · Salaries	3,044.33	
			Elections:Salaries & Wages	262.702 · Salaries & Wages	15.00	
			Planning & Zoning:Salaries	721.702 · Salaries	1,785.99	
			Direct Deposits	016.000 · First National - General Fund		10,289.04
			Invoice	016.000 · First National - General Fund		200.49
			Payroll Taxes	016.000 · First National - General Fund		3,422.52
			Payroll Liabilities	204.000 · Payroll Liabilities		874.91
			Fed Wh	210 · Federal PRT Liability		772.82
			Fica ER	210 · Federal PRT Liability		840.09
			Fica Wh	210 · Federal PRT Liability		840.09
			Med ER	210 · Federal PRT Liability		196.50
			Med Wh	210 · Federal PRT Liability		196.50
			Michigan Withholding Liability	218 · Michigan Withholding Liability		576.52
					<u>18,209.48</u>	<u>18,209.48</u>
					<u><u>18,209.48</u></u>	<u><u>18,209.48</u></u>

Conway Township - Road Fund #201
Profit & Loss Budget vs. Actual
 April 1, 2021 through February 10, 2022

	<u>Apr 1, '21 - Feb 10, 22</u>	<u>Budget</u>	<u>\$ Over Budget</u>	<u>% of Budget</u>
Income				
402.000 · Taxes - Road Millage	103,549.00	162,504.58	-58,955.58	63.72%
573.000 · LCSA PPT Reimbursement	0.00	0.00	0.00	0.0%
664.000 · Interest Income	130.74	411.74	-281.00	31.75%
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	103,679.74	162,916.32	-59,236.58	63.64%
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	118,717.19	195,940.00	-77,222.81	60.59%
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	182,657.06	319,076.35	-136,419.29	57.25%
Net Income	-78,977.32	-156,160.03	77,182.71	50.58%

Conway Township
Profit & Loss Budget vs. Actual
April 2021 through March 2022

	<u>Apr '21 - Mar 22</u>	<u>Budget</u>	<u>\$ Over Budget</u>	<u>% of Budget</u>
Ordinary Income/Expense				
Income				
366.350 · Trans in - Daisy Lane Fund	0.00	0.00	0.00	0.0%
402.000 · Taxes - General	50,258.96	120,000.00	-69,741.04	41.88%
403.000 · Taxes - Admin fees	26,449.53	41,000.00	-14,550.47	64.51%
409.000 · Taxes - SET fee	472.50	700.00	-227.50	67.5%
411.000 · Dog licenses	33.00	85.00	-52.00	38.82%
435.000 · Sale of assets	0.00	0.00	0.00	0.0%
450.000 · Licenses & Permits	6,219.75	6,000.00	219.75	103.66%
455.000 · Research Fees	151.98	0.00	151.98	100.0%
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	302,069.00	314,000.00	-11,931.00	96.2%
664.000 · Interest & Dividends	1,186.75	1,100.00	86.75	107.89%
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%
675.000 · American Rescue Plan Funds	188,926.50	0.00	188,926.50	100.0%
677.000 · General Reimbursements	0.00	500.00	-500.00	0.0%
679.000 · Election Grant - HAVA	0.00	0.00	0.00	0.0%
680.000 · Election Reimburse	4,785.08	3,000.00	1,785.08	159.5%
Total Income	585,612.00	494,785.00	90,827.00	118.36%
Gross Profit				
	585,612.00	494,785.00	90,827.00	118.36%
Expense				
102.000 · Unallocated				
102.702 · Office Assistant Salary	3,243.50	6,000.00	-2,756.50	54.06%
102.704 · Payroll Taxes	10,500.86	12,000.00	-1,499.14	87.51%
102.710 · Payroll Billing	1,771.49	2,500.00	-728.51	70.86%
102.726 · Supplies	2,085.22	7,500.00	-5,414.78	27.8%
102.801 · Memberships & Dues	5,811.33	5,500.00	311.33	105.66%
102.805 · Appropriation Senior Center	1,000.00	1,000.00	0.00	100.0%
102.900 · Printing & Publishing	5,833.24	7,500.00	-1,666.76	77.78%
102.910 · Postage	1,849.75	5,000.00	-3,150.25	37.0%
102.970 · Mileage	2,440.66	5,000.00	-2,559.34	48.81%
102.971 · Miscellaneous	0.00	200.00	-200.00	0.0%
Total 102.000 · Unallocated	34,536.05	52,200.00	-17,663.95	66.16%
103.000 · Township Board				
103.702 · Salaries Wages	1,749.90	4,200.00	-2,450.10	41.66%
103.706 · FOIA COORDINATOR	0.00	350.00	-350.00	0.0%
103.969 · Seminars and Workshops	489.98	500.00	-10.02	98.0%
Total 103.000 · Township Board	2,239.88	5,050.00	-2,810.12	44.35%
171.000 · Supervisor's Office				
171.702 · Salaries	18,245.80	21,715.00	-3,469.20	84.02%
171.801 · Memberships & Dues	0.00	0.00	0.00	0.0%
171.969 · Seminars & Workshops	676.41	2,000.00	-1,323.59	33.82%
Total 171.000 · Supervisor's Office	18,922.21	23,715.00	-4,792.79	79.79%
200.203 · Due To Road Fund				
	0.00	0.00	0.00	0.0%
215.000 · Clerk's Office				
215.702 · Salaries & Wages	22,581.01	24,743.00	-2,161.99	91.26%
215.703 · Deputies Wages	16,166.00	20,000.00	-3,834.00	80.83%
215.801 · Membership	0.00	0.00	0.00	0.0%
215.969 · Seminars & Workshops	4,820.14	6,500.00	-1,679.86	74.16%
215.000 · Clerk's Office - Other	-635.58			
Total 215.000 · Clerk's Office	42,931.57	51,243.00	-8,311.43	83.78%
247.000 · Board of Review				
247.702 · Salaries & Wages	1,500.00	800.00	700.00	187.5%
247.969 · Seminars & Workshops	0.00	500.00	-500.00	0.0%
Total 247.000 · Board of Review	1,500.00	1,300.00	200.00	115.39%
253.000 · Treasurer's Office				
253.702 · Salaries & Wages	19,400.80	23,281.00	-3,880.20	83.33%
253.703 · Deputies Salaries	8,522.25	10,692.00	-2,169.75	79.71%
253.801 · Memberships & Dues	0.00	0.00	0.00	0.0%
253.832 · Charge Back	146.58	500.00	-353.42	29.32%
253.969 · Seminars & Workshops	2,049.22	6,500.00	-4,450.78	31.53%
253.970 · Other	0.00	0.00	0.00	0.0%
253.975 · Bank Service Charge	424.56	200.00	224.56	212.28%
Total 253.000 · Treasurer's Office	30,543.41	41,173.00	-10,629.59	74.18%
257.000 · Assessor				
257.701 · Assessor Services	0.00	0.00	0.00	0.0%
257.702 · Salaries	27,815.30	41,000.00	-13,184.70	67.84%
257.703 · Expenses	0.00	250.00	-250.00	0.0%
257.969 · Seminars & Workshops	537.53	1,000.00	-462.47	53.75%
Total 257.000 · Assessor	28,352.83	42,250.00	-13,897.17	67.11%

Conway Township
Profit & Loss Budget vs. Actual
April 2021 through March 2022

	Apr '21 - Mar 22	Budget	\$ Over Budget	% of Budget
262.000 · Elections				
262.702 · Salaries & Wages	3,569.26	7,500.00	-3,930.74	47.59%
262.710 · Election Postage	94.50	0.00	94.50	100.0%
262.726 · Supplies	773.31	7,400.00	-6,626.69	10.45%
262.900 · Printing & Publishing	657.50	1,000.00	-342.50	65.75%
262.930 · Equipment/Maintenance	0.00	5,000.00	-5,000.00	0.0%
Total 262.000 · Elections	5,094.57	20,900.00	-15,805.43	24.38%
265.000 · Building & Grounds				
265.146 · Equipment-Office	8,170.52	8,150.00	20.52	100.25%
265.702 · Hall Monitor Salary	75.00	975.00	-900.00	7.69%
265.801 · Lawn Mowing	1,875.00	1,500.00	375.00	125.0%
265.802 · Landscaping	3,400.00	3,500.00	-100.00	97.14%
265.805 · Snow Removal	2,415.00	4,500.00	-2,085.00	53.67%
265.859 · Internet & Phones	14,241.06	15,000.00	-758.94	94.94%
265.920 · Utilities	2,779.28	7,000.00	-4,220.72	39.7%
265.930 · Equipment Maintenance	7,255.41	15,000.00	-7,744.59	48.37%
265.935 · Building Maintenance	8,719.26	18,000.00	-9,280.74	48.44%
265.950 · ARPA Fund Expenses	9,429.00			
265.970 · Parking Lot	2,809.00	500.00	2,309.00	561.8%
265.971 · Capital Improvement	34,485.00			
265.000 · Building & Grounds - Other	167.65			
Total 265.000 · Building & Grounds	95,821.18	74,125.00	21,696.18	129.27%
266.000 · Professional Fees				
266.103 · Attorney	16,245.25	15,000.00	1,245.25	108.3%
266.446 · Highways	0.00	0.00	0.00	0.0%
266.721 · Planning Commission	1,972.50	3,000.00	-1,027.50	65.75%
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%
Total 266.000 · Professional Fees	25,717.75	27,500.00	-1,782.25	93.52%
275.000 · Drains At Large	0.00	50,000.00	-50,000.00	0.0%
276.000 · Cemetery				
276.702 · Salaries	4,265.00	2,000.00	2,265.00	213.25%
Total 276.000 · Cemetery	4,265.00	2,000.00	2,265.00	213.25%
301.000 · Public Safety				
301.700 · Fire Authority Rep	500.00	500.00	0.00	100.0%
301.702 · Contribution Police Salaries	10,000.00	10,000.00	0.00	100.0%
Total 301.000 · Public Safety	10,500.00	10,500.00	0.00	100.0%
526.000 · Sanitary Landfill				
526.960 · Spring Cleanup	4,258.00	5,000.00	-742.00	85.16%
Total 526.000 · Sanitary Landfill	4,258.00	5,000.00	-742.00	85.16%
66900 · Reconciliation Discrepancies	0.00	0.00	0.00	0.0%
721.000 · Planning & Zoning				
721.702 · Salaries	14,821.90	12,000.00	2,821.90	123.52%
721.969 · Seminars & Workshop	0.00	500.00	-500.00	0.0%
721.000 · Planning & Zoning - Other	0.00	0.00	0.00	0.0%
Total 721.000 · Planning & Zoning	14,821.90	12,500.00	2,321.90	118.58%
738.000 · Recreation Association				
738.100 · Parks & Recreation Contribution	41,224.69	41,224.69	0.00	100.0%
738.702 · Salaries	450.00	750.00	-300.00	60.0%
Total 738.000 · Recreation Association	41,674.69	41,974.69	-300.00	99.29%
954.000 · Insurance & Bond	7,845.00	10,000.00	-2,155.00	78.45%
980.000 · Transfers Out - Cemetery	0.00	30,000.00	-30,000.00	0.0%
Total Expense	369,024.04	501,430.69	-132,406.65	73.59%
Net Ordinary Income	216,587.96	-6,645.69	223,233.65	-3,259.07%
Other Income/Expense				
Other Income				
Interest Income	2,307.37	200.00	2,107.37	1,153.69%
Total Other Income	2,307.37	200.00	2,107.37	1,153.69%
Net Other Income	2,307.37	200.00	2,107.37	1,153.69%
	218,895.33	-6,445.69	225,341.02	-3,396.0%

Conway Township - Cemetery Fund #150
Profit & Loss Budget vs. Actual
 April 2021 through March 2022

	<u>Apr '21 - Mar 22</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	1,200.00	3,000.00	-1,800.00	40.0%
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%
Total Income	1,927.28	37,000.00	-35,072.72	5.21%
Expense				
265.963 · Property Taxes	156.59	167.93	-11.34	93.25%
276.702 · Salaries	0.00	2,000.00	-2,000.00	0.0%
276.801 · Lawn Mowing	10,500.00	15,000.00	-4,500.00	70.0%
276.850 · Contracted Labor	0.00	2,000.00	-2,000.00	0.0%
276.860 · Software Fees	1,200.00	1,200.00	0.00	100.0%
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%
276.995 · Other	-1.00			
Total Expense	14,455.59	45,967.93	-31,512.34	31.45%
	-12,528.31	-8,967.93	-3,560.38	139.7%



ACCOUNT MESSAGES (CONTINUED)

Amount will be reduced by any payments or merchant credits that post to your account before we process your AutoPay payment. If the total of these payments and merchant credits is more than your set AutoPay amount, your AutoPay payment for that month will be zero.

NOTE: The US Postal Service announced that mail may take up to 2 additional days to arrive starting October 1, 2021. This may impact delivery of mailed statements to you and mailed payments to us. Consider enrolling in paperless statements, online payments, and payment alerts to avoid any impacts. To enroll visit chase.com/paperless.



ACCOUNT ACTIVITY

Date of Transaction	Merchant Name or Transaction Description	\$ Amount
12/07	ATT*BILL PAYMENT 800-288-2020 TX TODD A ANDERSON TRANSACTIONS THIS CYCLE (CARD 8022) \$218.64	218.64 ✓
11/30	Payment Thank You Specialist Assisted	-1,337.34 ✓
11/19	Late Fee Reversal	-39.00 ✓
11/19	INTEREST CHARGE REVERSAL	-.16 ✓
11/19	INTEREST CHARGE REVERSAL	-.18 ✓
11/24	INTEREST CHARGE REVERSAL	-24.22 ✓
11/19	Returned Check Fee Reversal	-39.00 ✓
12/03	Amazon.com Amzn.com/bill WA	-22.72 ✓
12/22	B2B Prime Amzn.com/bill WA	-79.00 ✓
12/01	SURF AIR WIRELESS LLC 219-326-5252 IN	54.95 ✓
12/04	ADOBE ACOPRO SUBS 800-443-8158 CA ELIZABETH WHITT TRANSACTIONS THIS CYCLE (CARD 3154) \$1432.64- INCLUDING PAYMENTS RECEIVED	54.03 ✓

2021 Totals Year-to-Date	
Total fees charged in 2021	\$78.00
Total interest charged in 2021	\$24.22

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

INTEREST CHARGES

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pages used

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	26.24%(v)(d)	- 0 -	- 0 -
Cash Advances	26.24%(v)(d)	- 0 -	- 0 -
Balance Transfer	26.24%(v)(d)	- 0 -	- 0 -

30 Days in Billing Period

(v) = Variable Rate
 (d) = Daily Balance Method (including new transactions)
 (a) = Average Daily Balance Method (including new transactions)
 Please see Information About Your Account section for the Calculation of Balance Subject to Interest Rate, Annual Renewal Notice, How to Avoid Interest on Purchases, and other important information, as applicable.

BRIGHTON**COHOCTAH****CONWAY****DEERFIELD****CALLS FOR SERVICE****CALLS FOR SERVICE****CALLS FOR SERVICE****CALLS FOR SERVICE**

JANUARY 150
 FEBRUARY 0
 MARCH 0
 APRIL 0
 MAY 0
 JUNE 0
 JULY 0
 AUGUST 0
 SEPTEMBER 0
 OCTOBER 0
 NOVEMBER 0
 DECEMBER 0

JANUARY 32
 FEBRUARY 0
 MARCH 0
 APRIL 0
 MAY 0
 JUNE 0
 JULY 0
 AUGUST 0
 SEPTEMBER 0
 OCTOBER 0
 NOVEMBER 0
 DECEMBER 0

JANUARY 22
 FEBRUARY 0
 MARCH 0
 APRIL 0
 MAY 0
 JUNE 0
 JULY 0
 AUGUST 0
 SEPTEMBER 0
 OCTOBER 0
 NOVEMBER 0
 DECEMBER 0

JANUARY
 FEBRUARY
 MARCH
 APRIL
 MAY
 JUNE
 JULY
 AUGUST
 SEPTEMBER
 OCTOBER
 NOVEMBER
 DECEMBER

YTD TOTAL: 150**32****22****TICKETS WRITTEN****TICKETS WRITTEN****TICKETS WRITTEN****TICKETS WRITTEN**

JANUARY 67
 FEBRUARY 0
 MARCH 0
 APRIL 0
 MAY 0
 JUNE 0
 JULY 0
 AUGUST 0
 SEPTEMBER 0
 OCTOBER 0
 NOVEMBER 0
 DECEMBER 0

JANUARY 4
 FEBRUARY 0
 MARCH 0
 APRIL 0
 MAY 0
 JUNE 0
 JULY 0
 AUGUST 0
 SEPTEMBER 0
 OCTOBER 0
 NOVEMBER 0
 DECEMBER 0

JANUARY 0
 FEBRUARY 0
 MARCH 0
 APRIL 0
 MAY 0
 JUNE 0
 JULY 0
 AUGUST 0
 SEPTEMBER 0
 OCTOBER 0
 NOVEMBER 0
 DECEMBER 0

JANUARY
 FEBRUARY
 MARCH
 APRIL
 MAY
 JUNE
 JULY
 AUGUST
 SEPTEMBER
 OCTOBER
 NOVEMBER
 DECEMBER

YTD TOTAL: 67**4****0****ARRESTS****ARRESTS****ARRESTS****ARRESTS**

JANUARY 2
 FEBRUARY 0
 MARCH 0
 APRIL 0
 MAY 7
 JUNE 0
 JULY 0
 AUGUST 0

JANUARY 1
 FEBRUARY 0
 MARCH 0
 APRIL 0
 MAY 0
 JUNE 0
 JULY 0
 AUGUST 0

JANUARY 0
 FEBRUARY 0
 MARCH 0
 APRIL 0
 MAY 0
 JUNE 0
 JULY 0
 AUGUST 0

JANUARY
 FEBRUARY
 MARCH
 APRIL
 MAY
 JUNE
 JULY
 AUGUST

SEPTEMBER	0	SEPTEMBER	0	SEPTEMBER	0	SEPTEMBER	
OCTOBER	0	OCTOBER	0	OCTOBER	0	OCTOBER	
NOVEMBER	0	NOVEMBER	0	NOVEMBER	0	NOVEMBER	
DECEMBER	0	DECEMBER	0	DECEMBER	0	DECEMBER	
YTD TOTAL:	9		1		0		

ELD**GENOA****HANDY****HARTLAND****SERVICE CALLS FOR SERVICE CALLS FOR SERVICE CALLS FOR SERVICE**

38	JANUARY	253	JANUARY	52	JANUARY	121
0	FEBRUARY	0	FEBRUARY	0	FEBRUARY	0
0	MARCH	0	MARCH	0	MARCH	0
0	APRIL	0	APRIL	0	APRIL	0
0	MAY	0	MAY	0	MAY	0
0	JUNE	0	JUNE	0	JUNE	0
0	JULY	0	JULY	0	JULY	0
0	AUGUST	0	AUGUST	0	AUGUST	0
0	SEPTEMBER	0	SEPTEMBER	0	SEPTEMBER	0
0	OCTOBER	0	OCTOBER	0	OCTOBER	0
0	NOVEMBER	0	NOVEMBER	0	NOVEMBER	0
0	DECEMBER	0	DECEMBER	0	DECEMBER	0

38		253		52		121
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TICKETS TICKETS WRITTEN TICKETS WRITTEN TICKETS WRITTEN

4	JANUARY	67	JANUARY	9	JANUARY	26
0	FEBRUARY	0	FEBRUARY	0	FEBRUARY	0
0	MARCH	0	MARCH	0	MARCH	0
0	APRIL	0	APRIL	0	APRIL	0
0	MAY	0	MAY	0	MAY	0
0	JUNE	0	JUNE	0	JUNE	0
0	JULY	0	JULY	0	JULY	0
0	AUGUST	0	AUGUST	0	AUGUST	0
0	SEPTEMBER	0	SEPTEMBER	0	SEPTEMBER	0
0	OCTOBER	0	OCTOBER	0	OCTOBER	0
0	NOVEMBER	0	NOVEMBER	0	NOVEMBER	0
0	DECEMBER	0	DECEMBER	0	DECEMBER	0

4		67		9		26
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ISS ARRESTS ARRESTS ARRESTS

2	JANUARY	10	JANUARY	5	JANUARY	3
0	FEBRUARY	0	FEBRUARY	0	FEBRUARY	0
0	MARCH	0	MARCH	0	MARCH	0
0	APRIL	0	APRIL	0	APRIL	0
0	MAY	0	MAY	0	MAY	0
0	JUNE	0	JUNE	0	JUNE	0
0	JULY	0	JULY	0	JULY	0
0	AUGUST	0	AUGUST	0	AUGUST	0

0	SEPTEMBER	0	SEPTEMBER	0	SEPTEMBER	0
0	OCTOBER	0	OCTOBER	0	OCTOBER	0
0	NOVEMBER	0	NOVEMBER	0	NOVEMBER	0
0	DECEMBER	0	DECEMBER	0	DECEMBER	0
2		10		5		3

HOWELL**IOSCO****MARION****CALLS FOR SERVICE****CALLS FOR SERVICE****CALLS FOR SERVICE**

JANUARY	144
FEBRUARY	0
MARCH	0
APRIL	0
MAY	0
JUNE	0
JULY	0
AUGUST	0
SEPTEMBER	0
OCTOBER	0
NOVEMBER	0
DECEMBER	0

JANUARY	29
FEBRUARY	0
MARCH	0
APRIL	0
MAY	0
JUNE	0
JULY	0
AUGUST	0
SEPTEMBER	0
OCTOBER	0
NOVEMBER	0
DECEMBER	0

JANUARY	82
FEBRUARY	0
MARCH	0
APRIL	0
MAY	0
JUNE	0
JULY	0
AUGUST	0
SEPTEMBER	0
OCTOBER	0
NOVEMBER	0
DECEMBER	0

144**29****82****TICKETS WRITTEN****TICKETS WRITTEN****TICKETS WRITTEN**

JANUARY	71
FEBRUARY	0
MARCH	0
APRIL	0
MAY	0
JUNE	0
JULY	0
AUGUST	0
SEPTEMBER	0
OCTOBER	0
NOVEMBER	0
DECEMBER	0

JANUARY	1
FEBRUARY	0
MARCH	0
APRIL	0
MAY	0
JUNE	0
JULY	0
AUGUST	0
SEPTEMBER	0
OCTOBER	0
NOVEMBER	0
DECEMBER	0

JANUARY	21
FEBRUARY	0
MARCH	0
APRIL	0
MAY	0
JUNE	0
JULY	0
AUGUST	0
SEPTEMBER	0
OCTOBER	0
NOVEMBER	0
DECEMBER	0

71**1****21****ARRESTS****ARRESTS****ARRESTS**

JANUARY	2
FEBRUARY	0
MARCH	0
APRIL	0
MAY	0
JUNE	0
JULY	0
AUGUST	0

JANUARY	1
FEBRUARY	0
MARCH	0
APRIL	0
MAY	0
JUNE	0
JULY	0
AUGUST	0

JANUARY	3
FEBRUARY	0
MARCH	0
APRIL	0
MAY	0
JUNE	0
JULY	0
AUGUST	0

SEPTEMBER	0	SEPTEMBER	0	SEPTEMBER	0
OCTOBER	0	OCTOBER	0	OCTOBER	0
NOVEMBER	0	NOVEMBER	0	NOVEMBER	0
DECEMBER	0	DECEMBER	0	DECEMBER	0
	2		1		3

OCEOLA**PUTNAM****TYRONE****CALLS FOR SERVICE****CALLS FOR SERVICE****CALLS FOR SERVICE**

JANUARY	84	JANUARY	75	JANUARY	111
FEBRUARY	0	FEBRUARY	0	FEBRUARY	0
MARCH	0	MARCH	0	MARCH	0
APRIL	0	APRIL	0	APRIL	0
MAY	0	MAY	0	MAY	0
JUNE	0	JUNE	0	JUNE	0
JULY	0	JULY	0	JULY	0
AUGUST	0	AUGUST	0	AUGUST	0
SEPTEMBER	0	SEPTEMBER	0	SEPTEMBER	0
OCTOBER	0	OCTOBER	0	OCTOBER	0
NOVEMBER	0	NOVEMBER	0	NOVEMBER	0
DECEMBER	0	DECEMBER	0	DECEMBER	0
	84		75		111

TICKETS WRITTEN**TICKETS WRITTEN****TICKETS WRITTEN**

JANUARY	23	JANUARY	6	JANUARY	17
FEBRUARY	0	FEBRUARY	0	FEBRUARY	0
MARCH	0	MARCH	0	MARCH	0
APRIL	0	APRIL	0	APRIL	0
MAY	0	MAY	0	MAY	0
JUNE	0	JUNE	0	JUNE	0
JULY	0	JULY	0	JULY	0
AUGUST	0	AUGUST	0	AUGUST	0
SEPTEMBER	0	SEPTEMBER	0	SEPTEMBER	0
OCTOBER	0	OCTOBER	0	OCTOBER	0
NOVEMBER	0	NOVEMBER	0	NOVEMBER	0
DECEMBER	0	DECEMBER	0	DECEMBER	0
	23		6		17

ARRESTS**ARRESTS****ARRESTS**

JANUARY	1	JANUARY	2	JANUARY	2
FEBRUARY	0	FEBRUARY	0	FEBRUARY	0
MARCH	0	MARCH	0	MARCH	0
APRIL	0	APRIL	0	APRIL	0
MAY	0	MAY	0	MAY	0
JUNE	0	JUNE	0	JUNE	0
JULY	0	JULY	0	JULY	0
AUGUST	0	AUGUST	0	AUGUST	0

SEPTEMBER	0	SEPTEMBER	0	SEPTEMBER	0
OCTOBER	0	OCTOBER	0	OCTOBER	0
NOVEMBER	0	NOVEMBER	0	NOVEMBER	0
DECEMBER	0	DECEMBER	0	DECEMBER	0
	1		2		2

<u>TOWNSHIP</u>	NUMBER OF CALLS <u>3:00PM - 11:00PM</u>	RESPONSE TIME CONTRACT TIME <u>3:00PM - 11:00PM</u>	NUMBER OF CALLS <u>11:00PM - 3:00PM</u>
BRIGHTON	43	24:33	107
COHOCTAH	15	37:59	17
CONWAY	7	27:02	15
DEERFIELD	16	26:37	22
GENOA	97	16:47	156
HANDY	16	19:09	36
HARTLAND	44	21:20	77
HOWELL	46	13:57	98
IOSCO	13	31:34	16
MARION	41	18:44	41
OCEOLA	35	14:20	49
PUTNAM	34	13:55	75
TYRONE	63	14:04	48

RESPONSE TIME
NON CONTRACT TIME

<u>11:00PM - 3:00PM</u>	<u>TOTAL</u>
17:55	150
14:55	32
22:01	22
44:48	38
20:45	253
29:02	52
26:29	121
17:00	144
30:30	29
21:47	82
22:29	84
21:09	109
48:06	111

**LIVINGTON COUNTY SHERIFF'S OFFICE
BRIGHTON TOWNSHIP JANUARY 2022**

Nature	# Events
911 HANG UP	1
ABANDONED VEHICLE	3
ALARM	15
ANIMAL COMPLAINT	4
ASSIST EMS	1
ASSIST OTHER AGENCY	1
BURGLARY REPORT ONLY	1
CARDIAC/RESPIRATORY ARREST	2
CITIZEN ASSIST	14
CIVIL COMPLAINT	1
DOMESTIC PHYSICAL IN PROGRESS	2
DOMESTIC VERBAL	5
FELONIOUS ASSAULT	2
FRAUD	4
GENERAL NON CRIMINAL	1
HAZARD	5
HIT AND RUN ACCIDENT	2
INFO- GENERAL	1
INTIMIDATION THREATS HARASSMEN	1
LARC IN PROGRESS	2
LARCENY	3
LITTERING, DUMPING	1
LOCKOUT	1
MDOP	1
MOTORIST ASSIST	1
OVERDOSE/INGESTION	1
PARKING COMPLAINTS	1
PATROL INFORMATION	1
PDA	33
PERSONAL INJURY ACCIDENT	4
PIREF (REFUSE EMS)	2
PPO VIOLATION	1
ROAD RUNOFF	1
STALKING	2
SUICIDAL SUBJECT	2
SUSPICIOUS PERSON	1
SUSPICIOUS SITUATION	2
SUSPICIOUS VEHICLE	2
TRESSPASSING, LOITERING	2
UNKNOWN ACCIDENT	12
UNKNOWN MEDICAL PROBLEM	1
VIN INSPECTION	1
WAR ATT/SEARCH	3

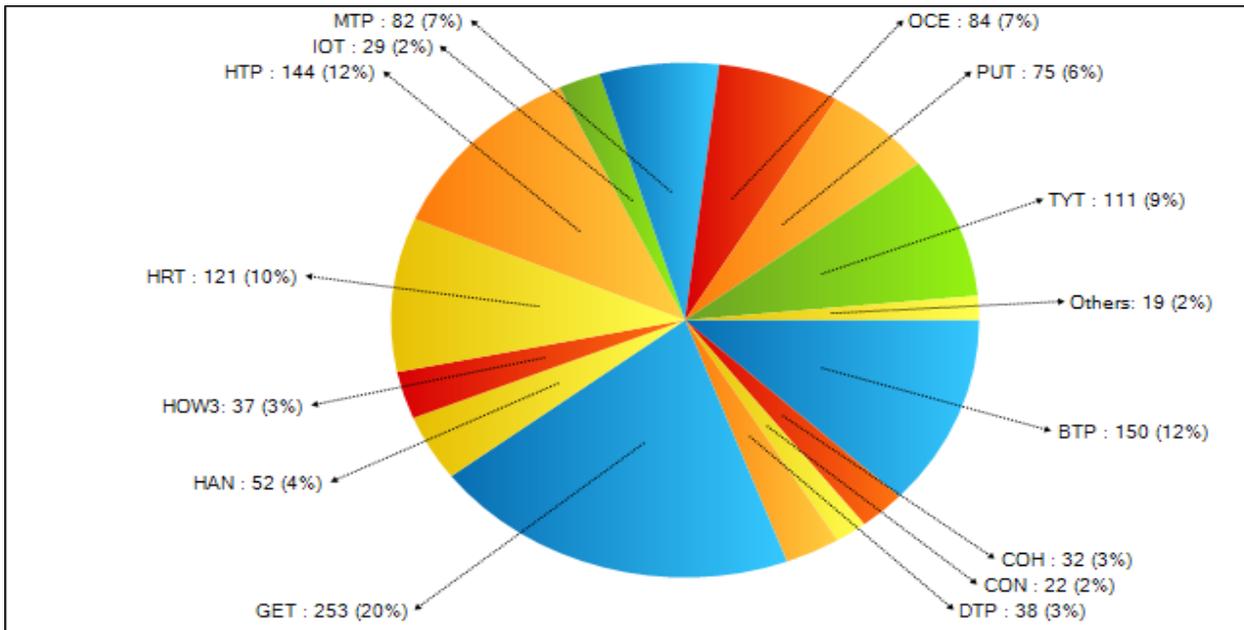
WELFARE CHECK

3

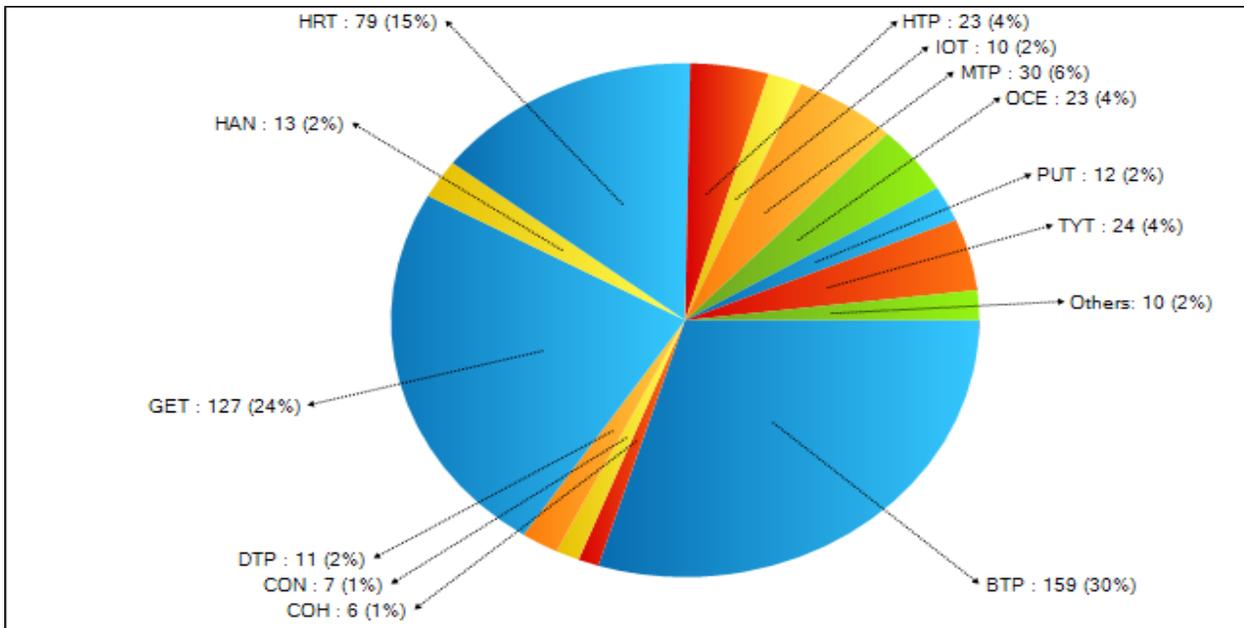
TOTAL:

150

LIVINGSTON COUNTY SHERIFF'S OFFICE JANUARY 2022 CALLS FOR SERVICE



MICHIGAN STATE POLICE JANUARY 2022 CALLS FOR SERVICE



Recreation Meeting

Date:

January 12, 2022

Name:

Cheryl Dixon - Recreation

Name:

Jill Curd - Recreation

Name:

Rama (Lissa) - Handy

Name:

Kathryn Heath

Name:

Thomas CLAPP COHORT

Name:

Trisha Reed

Name:

Jason Atkinson - Josco

Name:

Lauri Cae - FCS

Name:

Name:

Name:

Name:

FOWLerville RECREATION

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

Minutes from January 12, 2022

Members present: Lauri Coe, Kathryn Heath, Laurie Eisele, Tom Clapp, and Jason Atkinson

Members absent: Brande Nogafsky

Staff present: Cheryl Dixon and Jill Curd

Public present: None

Old Business

Baseball/Softball practices have started up after the holiday break.
Reminder of date and time for our January Meeting will be the 26th, 7pm-Lauri Coe sent out invites. (Village will be posting meeting)

New Business:

Will need to purchase approximately 45 football helmets this year.
Updated Registration Dates to 1st and 15th of each month for every sport so parents can more easily keep track of registrations.
Hard copies of bills given to Village and Township Representatives.

Current Programs:

Basketball running. 7th/8th grade boys games begin this weekend.
Volleyball begins Feb. 26/27. 3rd/4th grade in-house, 5th-8th grade travel through Red Cedar league.
Soccer Registrations going on now. Offered an in-person registration night. 3 attendees.
Baseball and Softball Registrations beginning in February.

Next Meetings:

February 9th, March 9th, April 13th, May 11th and, June 8th.

Thank you,
Cheryl Dixon

Fowlerville Recreation

7677 W. Sharpe Road
Fowlerville, MI 48836

January 12, 2022

6:00 pm Recreation Office

Agenda:

1. Members present

2. Current Program(s)
 - a. Basketball running. 7th/8th grade boys games begin this weekend.
 - b. Volleyball begins Feb. 26/27.
 - c. Soccer Registrations going on now.
 - d. Baseball and Softball Registrations beginning in February.

3. Old Business
 - a. Baseball/Softball practices have started up after the holiday break.
 - b. Reminder of date and time for our January Meeting will be the 26th, 7pm-
Lauri Coe sent out invites.

4. New Business-
 - a. Updated Registration Dates to 1st and 15th of each month.

Next Meeting

February 9th, March 9th, April 13th, May 11th, and June 8th

Fowlerville
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
20 181 0000 970 000 0000	RECREATION	REC	M	(281,883.00)	(103,803.77)	\$0.00	\$0.00	(\$178,079.23)	(\$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)
21 261 3410 000 000 9700	CELL PHONE/REC	REC	M	\$360.00	\$330.00	\$0.00	\$0.00	\$30.00	\$360.00
21 261 3830 000 000 9700	WATER&SEWER/REC	REC	M	\$225.00	\$82.17	\$0.00	\$0.00	\$142.83	\$169.93
21 261 5510 000 000 9700	GAS/450 N HIBBARD/REC	REC	M	\$550.00	\$82.31	\$0.00	\$0.00	\$467.69	\$437.39
21 261 5520 000 000 9700	ELEC/450 N HIBBARD/REC	REC	M	\$525.00	\$313.61	\$0.00	\$0.00	\$211.39	\$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	\$24,673.40	\$28,525.72	\$0.00	(\$4,391.12)	\$39,064.78
21 321 1560 000 000 9700	SAL OTHER STAFF/REC	REC	M	\$33,876.00	\$12,416.00	\$0.00	\$0.00	\$21,460.00	\$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 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	\$25.80	\$34.40	\$0.00	(\$5.20)	\$51.60
21 321 2120 000 000 9700	LONG TERM DISABILITY	REC	M	\$360.00	\$144.24	\$192.32	\$0.00	\$23.44	\$287.64
21 321 2130 000 000 9700	MESSA HLTH/REC	REC	M	\$14,300.00	\$9,207.23	\$12,767.44	\$0.00	(\$7,674.67)	\$14,495.64
21 321 2140 000 000 9700	DENTAL/REC	REC	M	\$1,500.00	\$839.91	\$1,209.68	\$0.00	(\$549.59)	\$1,006.32
21 321 2150 000 000 9700	VISION/REC	REC	M	\$330.00	\$113.78	\$160.72	\$0.00	\$55.50	\$157.74
21 321 2820 000 000 9700	RETIREMENT/REC	REC	M	\$17,140.00	\$6,559.54	\$8,047.11	\$0.00	\$2,533.35	\$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 2830 000 000 9700	FICA/RECREATION	REC	M	\$5,887.00	\$2,746.85	\$2,182.22	\$0.00	\$957.93	\$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	\$246.76	\$0.00	\$0.00	\$853.24	\$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	\$2,420.00	\$0.00	\$0.00	\$4,220.00	\$2,610.00
21 321 3192 000 000 9700	C/S ASSIST SUPERV/REC	REC	M	\$25,386.00	\$10,013.11	\$0.00	\$0.00	\$15,372.89	\$18,041.64
21 321 3194 000 000 9700	CONTRACTED OFFICIALS	REC	M	\$9,700.00	\$2,170.00	\$0.00	\$0.00	\$7,530.00	\$0.00
21 321 3195 000 000 9700	CONTRD INSTRUCTOR/REC	REC	M	\$1,112.00	\$3,335.95	\$0.00	\$0.00	(\$2,223.95)	\$300.00
21 321 3430 000 000 9700	POSTAGE/REC	REC	M	\$400.00	\$4.22	\$0.00	\$0.00	\$395.78	\$54.32
21 321 3510 000 000 9700	ADVERTISING/REC	REC	M	\$150.00	\$0.00	\$0.00	\$0.00	\$150.00	\$0.00
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	\$191.00	\$0.00	\$0.00	\$809.00	\$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	\$2,476.65	\$836.75	\$0.00	\$7,686.60	\$4,500.04
21 321 5991 000 000 9700	CONCESSION SUPPL/REC	REC	M	\$6,500.00	\$6,152.86	\$0.00	\$0.00	\$347.14	\$0.00

Fowlerville
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 5993 000 000 9700	PROGRAM UNIFORMS/REC	REC	M	\$42,836.00	\$22,043.96	\$1,259.50	\$0.00	\$19,532.54	\$25,958.81
21 321 5994 000 000 9700	PROGRAM EQUIP/REC	REC	M	\$21,462.00	\$5,498.26	\$941.20	\$0.00	\$15,022.54	\$6,595.40
21 321 7410 000 000 9700	DUES & FEES/REC	REC	M	\$14,131.00	\$7,335.00	\$3,039.00	\$0.00	\$3,757.00	\$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	\$143.32	\$216.68	\$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 = 45				\$5,625.00	\$21,829.66	\$59,412.74	\$0.00	(\$75,617.40)	\$87,418.91

1/12/2022 2:04PM

Fowlerville
Account Detail Report
Summary
Trans Date After 12/1/2021

ST	Trans #	Date	Posted	Description	Vendor	Vendor Name	PO #	Inv #	Check #	Amount	
20-181-0000-970-000-0000 RECREATION					YTD Actual	(\$103,803.77)	YTD Bud.	(\$281,883.00)	YTD Enc.	\$0.00	
ER	121018	12/3/2021	12/13/2021	REC REV/PAYMENTECH						\$(35.39)	
ER	121027	12/8/2021	12/13/2021	REC REV						\$(456.25)	
ER	121027	12/8/2021	12/13/2021	REC REV						\$(1,225.00)	
ER	121037	12/10/2021	12/17/2021	REC REV/PAYMENTECH						\$(337.68)	
ER	121038	12/10/2021	12/17/2021	REC REV/SCHOOLPAY						\$(375.00)	
ER	121067	12/17/2021	12/20/2021	REC REV						\$(1,386.25)	
ER	121067	12/17/2021	12/20/2021	REC REV						\$(1,155.00)	
ER	121068	12/17/2021	12/21/2021	REC REV/PAYMENTECH						\$(545.73)	
ER	121069	12/17/2021	12/21/2021	REC REV/SCHOOLPAY						\$(1,500.00)	
ER	121091	12/24/2021	1/6/2022	REC REV/PAYMENTECH						\$(151.86)	
ER	121092	12/24/2021	1/6/2022	REC REV/SCHOOLPAY						\$(1,575.00)	
Number of records: 11										20-181-0000-970-000-0000 Total	(\$8,743.16)

Total Number of records: 11 Report Total (\$8,743.16)

	2021/2022	RECREATION ENROLLMENT SUMMARY						NON-		
YEAR	ACTIVITY	CONWAY	HANDY	IOSCO	COHOCTAH	VILLAGE	LLAGL/TWNS	PARTICIPANT	TOTALS	DOWN/UP
							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	13	16	8	0	7	44	4	48	48
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	128
2021	TRAVEL SOCCER FALL	8	29	13	6	5	61	4	65	65
2021	GIRLS BASKETBALL	4	6	4	0	1	15	2	17	-7
2021	BOYS BASKETBALL	8	26	9	3	6	52	6	58	12
2021	TRAVEL BASKETBALL	47	71	30	5	28	181	23	204	16
2021	WRESTLING	4	17	5	2	4	32	4	36	36
2021	VOLLEYBALL	12	16	13	1	6	48	8	56	33
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	227	377	176	43	111	934	115	1049	764
	% OF ENROLLMENTS	24%	40%	19%	5%	12%	100%			
	20/21	154	252	94	28	94	622	42	664	-14
	% OF ENROLLMENTS	25%	41%	15%	4%	15%	100%			

		RECREATION ENROLLMENT SUMMARY									
YEAR	ACTIVITY	CONWAY	HANDY	IOSCO	COHOCTAH	VILLAGE	VILLAGL/TWNSP	NON-PARTICIPANT	TOTALS	DOWN/UP	
							TOTALS				
2020	FOOTBALL	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	0	
2021	SOCCER CAMP	0	0	0	0	0	0	0	0	0	
2021	VOLLEYBALL CAMP	0	0	0	0	0	0	0	0	0	
2021	BOYS BASKETBALL CAMP	0	0	0	0	0	0	0	0	0	
2021	FOOTBALL CLINIC	0	0	0	0	0	0	0	0	0	
2021	GIRLS BASKETBALL CAMP	0	0	0	0	0	0	0	0	0	
2021	BASKETBALL CLINIC	0	0	0	0	0	0	0	0	0	
2021	SOFTBALL CLINIC	0	0	0	0	0	0	0	0	0	
2021	BASEBALL CLINIC	0	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%				

		2019/2020 RECREATION ENROLLMENT SUMMARY								
YEAR	ACTIVITY	CONWAY	HANDY	IOSCO	COHOCTAH	VILLAGE	VILLAGL/TWNSP	NON-PARTICIPANT	TOTALS	DOWN/UP
							TOTALS			
		CONWAY	HANDY	IOSCO	COHOCTAH	VILLAGE				
2019	SOCCER IN-HOUSE FALL	16	40	17	9	11	93	9	102	12
2019	TRAVEL SOCCER FALL	27	52	24	4	24	131	7	138	11
2019	CHEERLEADING 2018	17	15	6	5	14	57	3	60	-3
2019	GIRLS BASKETBALL	7	5	4	0	5	21	3	24	-5
2019	BOYS BASKETBALL	11	16	8	2	6	43	3	46	13
2019	TRAVEL BASKETBALL	45	67	32	2	31	177	12	189	5
2019	WRESTLING	10	17	6	2	11	46	0	46	26
2020	VOLLEYBALL	23	32	14	3	14	86	3	89	6
2020	SOCCER IN-HOUSE SPRING	0	0	0	0	0	0	0	0	0
2020	TRAVEL SPRING SOCCER	0	0	0	0	0	0	0	0	0
2020	FOOTBALL	0	0	0	0	0	0	0	0	0
2020	SOFTBALL	0	0	0	0	0	0	0	0	0
2020	BASEBALL	0	0	0	0	0	0	0	0	0
2020	TRACK	0	0	0	0	0	0	0	0	0
2020	TENNIS CLINIC	0	0	0	0	0	0	0	0	0
2020	SOCCER CAMP	0	0	0	0	0	0	0	0	0
2020	VOLLEYBALL CAMP	0	0	0	0	0	0	0	0	0
2020	BOYS BASKETBALL CAMP	0	0	0	0	0	0	0	0	0
2020	FOOTBALL CLINIC	0	0	0	0	0	0	0	0	0
2020	GIRLS BASKETBALL CAMP	0	0	0	0	0	0	0	0	0
2020	BASKETBALL CLINIC	0	0	0	0	0	0	0	0	0
2020	SOFTBALL CLINIC	0	0	0	0	0	0	0	0	0
2020	BASEBALL CLINIC	0	0	0	0	0	0	0	0	0
19-20		156	244	111	27	116	654	40	694	65
% OF ENROLLMENTS		24%	37%	17%	4%	18%	100%			
18-19		337	659	315	63	230	1604	127	1731	-190
% OF ENROLLMENTS		21%	41%	20%	4%	14%	100%			

EXPENSES TO THE VILLAGE AND TOWNSHIPS
JULY 1, 2021 THROUGH DECEMBER 31, 2022

EXPENSES:	\$ 125,633.43
REVENUES:	\$ 103,803.77
TOTAL DUE:	\$ 21,829.66

Conway Township	\$ 5,239.12
24% X \$21,829.66	

Handy Township	\$ 8,731.86
40% X \$21,829.66	

Iosco Township	\$ 4,147.64
19% X \$21,829.66	

Cohoctah Township	\$ 1,091.48
5% X \$21,829.66	

Village of Fowlerville	\$ 2,619.56
12% X \$21,829.66	

TOTAL	\$21,829.66
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PAYMENT DUE BY FEBRUARY 28TH

FOWLerville RECREATION

7677 W. Sharpe Rd. Ste. A
Fowlerville, Michigan 48836
(517) 223-6477

January 12,2022

The Village of Fowlerville
Carol Hill
Kathy Arledge
Kathryn Heath

The amount due from the Village of Fowlerville for the January billing of 2021-2022 Recreation Program is \$2,619.56. Due by February 28th.

Please make check payable to Fowlerville Community Schools and remit to:
Fowlerville Recreation
Attn: Cheryl Dixon
7677 W. Sharpe Road Ste. A
Fowlerville, Mi. 48836

Thank you.

Sincerely,

Cheryl Dixon
Recreation Supervisor

FOWLERVILLE RECREATION

7677 W. Sharpe Rd. Ste. A
Fowlerville, Michigan 48836
(517) 223-6477

January 12, 2022

Conway Township
Bill Grubb
Brande Nogafsky
Elizabeth Whitt

The amount due from the Conway Township for the January billing of 2021-2022 Recreation Program is \$5,239.12. Due by February 28th.

Please make check payable to Fowlerville Community Schools and remit to:
Fowlerville Recreation
Attn: Cheryl Dixon
7677 W. Sharpe Road Ste. A
Fowlerville, Mi. 48836

Thank you.

Sincerely,

Cheryl Dixon
Recreation Supervisor

FOWLerville RECREATION

7677 W. Sharpe Rd. Ste. A
Fowlerville, Michigan 48836
(517) 223-6477

January 12, 2022

Cohoctah Township
Mark Fosdick
Barb Fear
Tom Clapp

The amount due from the Cohoctah Township for the January billing of 2021-2022 Recreation Program is \$1,652.78. Due by February 28th.

Please make check payable to Fowlerville Community Schools and remit to:
Fowlerville Recreation
Attn: Cheryl Dixon
7677 W. Sharpe Road Ste. A
Fowlerville, Mi. 48836

Thank you.

Sincerely,

Cheryl Dixon
Recreation Supervisor

FOWLerville RECREATION

7677 W. Sharpe Rd. Ste. A
Fowlerville, Michigan 48836
(517) 223-6477

January 12, 2022

Handy Township
Laura Eisele
Ed Alverson

The amount due from the Handy Township for the January billing of 2021-2022 Recreation Program is \$8,731.86.

Please make check payable to Fowlerville Community Schools and remit to:
Fowlerville Recreation
Attn: Cheryl Dixon
7677 W. Sharpe Road Ste. A
Fowlerville, Mi. 48836

Thank you.

Sincerely,

Cheryl Dixon
Recreation Supervisor

FOWLerville RECREATION

7677 W. Sharpe Rd. Ste. A
Fowlerville, Michigan 48836
(517) 223-6477

January 12, 2022

Iosco Township
Julie Dailey
William Miller
Jason Atkinson

The amount due from the Iosco Township for the January billing of 2021-2022 Recreation Program is \$4,147.64. Due by February 28th

Please make check payable to Fowlerville Community Schools and remit to:

Fowlerville Recreation
Attn: Cheryl Dixon
7677 W. Sharpe Road Ste. A
Fowlerville, Mi. 48836

Thank you.

Sincerely,

Cheryl Dixon
Recreation Supervisor

CONWAY TOWNSHIP ORDINANCE NO. V

NOISE ORDINANCE

THE TOWNSHIP OF CONWAY,
LIVINGSTON COUNTY, MICHIGAN, ORDAINS:

SECTION 1. TITLE.

- 1.01. This Ordinance shall hereinafter be known and cited as the Conway Township Noise Ordinance.

SECTION 2. PURPOSE.

- 2.01. The purpose of this Ordinance is to protect the public health, safety, morals and general welfare of the inhabitants of the Township and the lands and resources lying within the Township by the regulation of noise; to prescribe penalties for the violation thereof and to repeal all ordinances or parts of ordinances in conflict therewith.

SECTION 3. NOISE CONTROL.

- 3.01. No person, firm or corporation shall cause or create any unreasonable or improper noise or disturbance, injurious to the health, peace or quiet of the residents and property owners of the Township of Conway.
- 3.02. The following noises and disturbances are hereby declared to be a violation of this Ordinance; provided, however, that the specification of the same is not thereby construed to exclude other violations of this Ordinance not specifically enumerated:
- a) Horns and Signal Devices. The sounding of any horn or signal device on any automobile, motorcycle, bus or other vehicle for any purpose other than to avoid an accident or collision.
 - b) Radio and Musical Instruments. The playing of any radio, phonograph or any musical instrument in such a manner or with such volume as to annoy or disturb the quiet, comfort or repose of other persons.
 - c) Motor Vehicles. The operation of any automobile, motorcycle, snowmobile or other vehicle so out of repair, so loaded or constructed as to cause loud and unnecessary grating, grinding, rattling, exhausting or other noise disturbing to the quiet, comfort or repose of other persons.
 - d) Engine Exhaust. The discharging outside of any enclosed building of the exhaust of any steam engine, internal combustion engine, motor vehicle or motor boat engine except through a muffler or other similar device which will effectively prevent loud or explosive noises resulting therefrom.
 - e) Sound Amplifiers. Use of any loud speaker, amplifier or other instrument or device, whether stationary or mounted on a vehicle, for any purpose except by speakers in the course of a public address which is non-commercial in character and

except when used to amplify religious services or music, and when so used shall be subject to the following restrictions:

- (1) The only sounds permitted are music or human speech.
 - (2) Operations are permitted for twelve (12) hours each day, from 8:00 a.m. to 8:00 p.m., except on Sundays and legal holidays, when no operations shall be authorized.
 - (3) Sound amplifying equipment mounted on vehicles shall not be operated without the approval of the Township Board. The sound truck upon which such equipment is mounted shall be operated at least ten (10) miles per hour except when said truck is stopped or impeded by traffic.
 - (4) Sound shall not be issued within one hundred (100) yards of hospitals, clinics, schools and churches.
 - (5) The volume of sound from a structure shall be controlled so that it will not be audible for a distance in excess of one hundred (100) feet from the sound amplifying equipment and so that the volume is not unreasonably loud, raucous, jarring, disturbing or a nuisance to persons within the area of audibility. The volume of sound from a vehicle shall not be audible for a distance in excess of five hundred (500) feet.
 - (6) No sound amplifying equipment shall be operated with an excess of fifteen (15) watts of power in the last stage of amplification.
- f) Blowers. The discharge into the open air of air from any noise creating blower or power fan unless the noise from such blower or fan is muffled sufficiently to deaden such noises.
- g) Shouting and Whistling. Yelling, shouting, hooting, whistling or singing or the making of any other loud noise on the public streets between the hours of 11 o'clock p.m. and 8 o'clock a.m., or the making of any such noise at any time so as to annoy or disturb the quiet, comfort or repose of persons in any school, place of worship or office, or in any dwelling, hotel or other type of residence, or of any persons in the dwelling.

3.03. None of the prohibitions enumerated in this Section shall apply to any police vehicle, ambulance, fire engine or emergency vehicle while engaged in necessary emergency activities, or any farm equipment while engaged in a farming activity.

SECTION 4. PENALTIES.

4.01. Any person, firm or corporation who shall violate any provision of this Ordinance shall, upon conviction, be punished by a fine not to exceed \$500.00 or by imprisonment not to exceed ninety (90) days, or by both such fine and imprisonment at the discretion of the Court. Each day that a violation continues to exist shall constitute a separate offense.

I, CHESTER G DIETRICH, Conway Township Clerk, hereby certify as follows:

A. The above ordinance was passed by the Conway Township Board of Trustees on the 18th day of March, 1992. The Names of the members voting thereon and how each member voted was as follows:

Yeas: Teresa York, Lawrence Parsons, Maurice Kingsley, Harry Kreeger, Chester Dietrich

Nays: None

Absent: None

B. A true copy of the above ordinance was published in the Fowlerville News & Views, a newspaper circulating within the Township, on the day of 1992; and

C. The effective date of the ordinance is the day of 1992; and

D. A true copy of the above ordinance was filed with the Livingston County Clerk on the day of 1992.

CONWAY TOWNSHIP BOARD

BY: _____
CHESTER G DIETRICH, CLERK

- 4.02. Any person, firm or corporation guilty of violation of the within Ordinance shall also be subject to civil proceedings for damages and/or injunctive relief by the Township or by any person, firm or corporation injured by such violation.
- 4.03. Both criminal and civil proceedings may be commenced against any person, firm or corporation violating the within Ordinance and commencement of any such proceedings shall not constitute an election of remedies preventing the commencement of the other proceedings against such violator.

SECTION 5. SAVINGS CLAUSE.

- 5.01. The provisions of this Ordinance are severable and any decision by a court of competent jurisdiction that any provision or clause is invalid shall not affect any other part or portion thereof other than that part declared void or inoperable.

SECTION 6. CONFLICTING PROVISIONS.

- 6.01. Any ordinance or part of any ordinance in conflict herewith is hereby repealed.

SECTION 7. EFFECTIVE DATE.

- 7.01. This Ordinance is hereby declared adopted by the Township Board of the Township of Conway at a meeting thereof held on the 18th day of March, 1992, and ordered to be given publication in the Fowlerville News & Views accordance with the statutes made and provided. This ordinance shall take effect and shall be in force from and after thirty (30) days after publication of this Ordinance.

CONWAY TOWNSHIP BOARD

BY: Chester G Dietrich
CHESTER G DIETRICH
CLERK

CONWAY TOWNSHIP NUISANCE ORDINANCE

CONWAY TOWNSHIP
LIVINGSTON COUNTY, MICHIGAN
Ordinance No. 27

An Ordinance to preserve the peace, welfare, order, health and safety, of persons and property of Conway Township, Livingston County, Michigan, to prescribe various penalties for the violation of the provisions of this Ordinance, and to repeal any Ordinances or parts of Ordinances in conflict therewith.

THE TOWNSHIP OF CONWAY, COUNTY OF LIVINGSTON, MICHIGAN ORDAINS:

Section 1: Title

This Ordinance shall be known and may be cited as the Conway Township Nuisance Ordinance.

Section 2: Definitions

1. The word "person" means a natural person and also includes trusts, corporations, limited liability companies, partnerships, associations, and their officers and officials existing under or authorized to exist under the laws of the State of Michigan or of any other state or any foreign country. Additionally, "person" may include either one of several, or all property owners of said property, renters, or people in temporary possession or control of any real estate or any item of personal property creating a violation of the provisions of this Ordinance.
2. The word "nuisance" means any act or omission to act on the part of any person as defined above, which creates, provides for, or permits the existence of a situation which annoys, injures or endangers the peace, welfare, order, health or safety of the public in their persons or property. A nuisance includes, but is not limited to:
 - a. Conditions which render persons insecure regarding their own personal safety, health and welfare or in the use and enjoyment of their property, or adversely affects the value of any real or personal property, such as effects and emanations from noise, glare, lights, vibration, dust, smoke, odor, gas, steam, fly-ash, soot, acids, chemicals, fumes, cinders, worms, insects, any other living animals, rodents, flies, decaying matter, waste matter or unsightly junk, as well as the manner in which a property is maintained, including failure ~~to mow grass or failure~~ to maintain premises or structure, whether such effects and emanations are natural or result from human or mechanical alteration or manipulation of materials.
 - b. Except in an approved junkyard, the presence of 2 or more dismantled, partially dismantled, ~~or~~ inoperable, ~~unlicensed and/or uninsured~~ motor vehicles on any parcel within the Township kept or stored outside a totally closed structure for a period of more than 30 days.

c. Residues or leaching from deposits of matter which seep into the water on the surface or in the ground, thereby making it unfit or unpalatable for human consumption or occupation, or for use by domestic animals.

d. A condition which is indecent, obnoxious, or offensive to the senses.

e. Consumer fireworks may be used on the day proceeding, the day of and the day after a national holiday without restriction. At any time, other than the day proceeding, the day of and/or the day after a national holiday consumer fireworks may be used subject to the following requirements and restrictions;

1. On Sundays through Thursdays, consumer fireworks may be used up to 10 p.m.

2. On Fridays and Saturdays, consumer fireworks may be used up to 11 p.m.

3. Consumer fireworks shall not be used if a burn ban is in effect.

4. A person shall not ignite, discharge or use consumer fireworks on public property, school property, church property or the property of another person, without that person or organization's express permission to use the consumer fireworks on those premises.

5. Fireworks must not be pointed at buildings when ignited.

6. A person shall not use consumer fireworks or low impact fireworks while under the influence of alcoholic liquor, a controlled substance or a combination of alcoholic liquor and a controlled substance.

~~7. Consumer fireworks shall only be used in accordance with all applicable local, state and federal laws.~~

~~7. A~~

A nuisance may be observed or felt on a public roadway or on adjoining parcels of property with separate ownership or rights of possession.

Section 5: Nuisance Prohibited

No person shall commit, create, permit, or maintain a nuisance. This Ordinance does not apply to any activity permitted by the Michigan Right to Farm Act, MCL 286.471 *et seq.*, 1981 PA 93.

Section 5: Penalty

1. The Conway Township may enforce this Ordinance by way of municipal civil infraction, as well as any action allowed by law, including but not limited to pursuing all allowable remedy in district or circuit court for the County of Livingston, State of Michigan.

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2. Any person who creates, causes, allows, suffers or permits the existence of a nuisance may be issued a municipal civil infraction. Each day that such nuisance is permitted to exist shall constitute a separate civil infraction. Any person who is found to have committed such a civil infraction shall be subject to a fine not in excess of \$500, plus costs, which may include all direct or indirect expenses incurred by the Township, including attorney fees.

Section 6: Abatement

It is the duty of the person who creates, causes, allows, suffers or permits the existence of a nuisance to abate the nuisance. The term “abate” or “abatement” shall include demolition, removal, repair, maintenance, construction, reconstruction, replacement and reconditioning of structures, appliances, appurtenances or equipment; and it shall also include removal, transportation, burying, disposal and treatment of refuse, manure or other substance or media capable of causing obnoxious odors or of attracting or breeding flies, and the application of chemicals insecticides or other substances or the use of mechanical means to control, eradicate and eliminate the nuisance conditions, including screen-belts of trees and fences.

Section 7: Enforcement

The Ordinance Enforcement Officer is hereby authorized to enforce this Ordinance. The Ordinance Enforcement Officer may delegate the enforcement to any administrative official or employee of the Township. The Township may seek abatement of a nuisance and such other relief as may be obtained by civil proceedings in court. This is in addition to any civil infraction penalties of this Ordinance under Section 5.

Section 8: Severability

The provisions of this Ordinance are hereby declared to be severable and if any part is deemed invalid for any reason by a court of competent jurisdiction, it shall not affect the remainder of the Ordinance which shall continue in full force and affect.

Section 9: Repeal

All ordinances or parts of ordinances in conflict herewith are hereby repealed.

Section 10: Effective Date

This Ordinance shall take effect 30 days after publication as required by law.

ORDINANCE DECLARED ADOPTED on March 17, 2020, Resolution No. _____ .

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CERTIFICATION

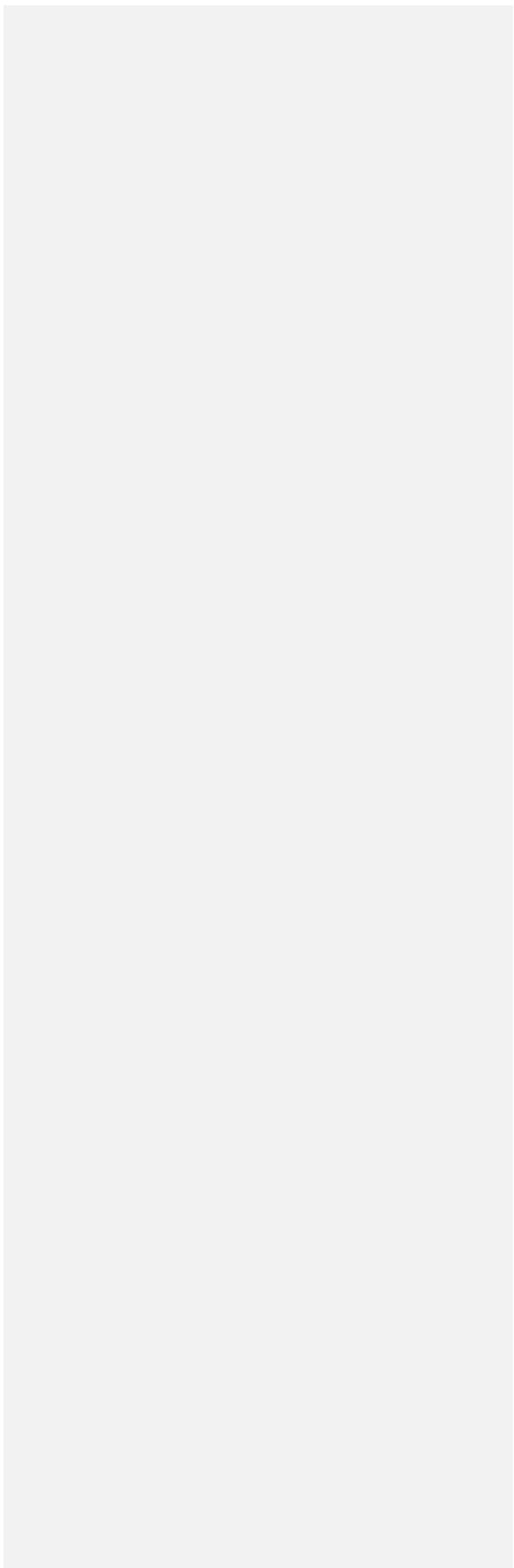
I hereby declare that the above is a true copy of the ordinance adopted by the Conway Township Board at a meeting held on March 17, 2020 at the Conway Township Hall, pursuant to the required statutory procedures.

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\\SERV2015\share1\shared\Board Meetings\2022\22-02-15\Complete\Sherwood & Gregory\Nuisance Ordinance Draft.docx

| _____
Elizabeth Whitt, Clerk

| \\SERV2015\share1\shared\Board Meetings\2022\22-02-15\Complete\Sherwood & Gregory\Nuisance
Ordinance Draft.docx



Hello Don,

Attached is the proposal from the paving company.

In addition

- Curb replacement, incl saw cuts, removal of old curb, dowel ends, pour new curb = \$128 plf (min 8' sections)
- Catch basin repairs, incl saw cuts, remove casting, excavate to rim of structure, tuck and reset casting in position, backfill and compact base material = \$2,280 each

Thank you,

Paul Yon

General Manager

Culver Excavating, Inc.

3113 Wallace Road

Webberville, Michigan 48892

517*521-3478 office

517*521-4897 fax

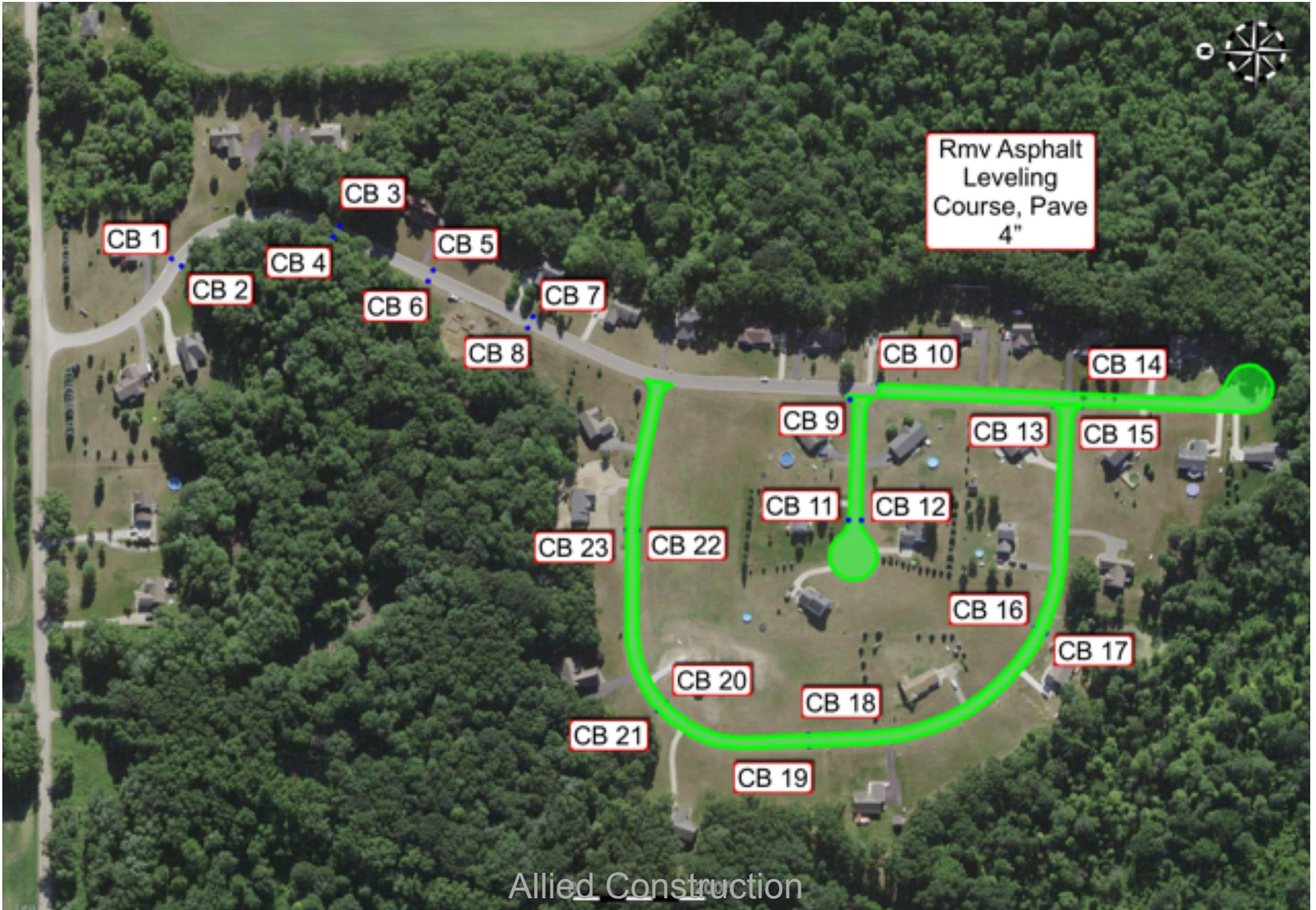
517*202-2118 mobil



GENERAL CONDITIONS

1. **ENTIRE AGREEMENT:** This Agreement constitutes the entire agreement amongst the parties. This Agreement supersedes any and all other agreements, whether oral or written between F. Allied Construction Company, Inc. ("Contractor" or "Allied Construction") and the Purchaser, pertaining to the Work described herein (the "Work"). It is expressly understood that all terms, agreements, and conditions relating to this Agreement include only those set forth in writing herein. This agreement shall be construed and interpreted in accordance with the laws of the State of Michigan.
2. **COUNTERPARTS:** The Parties acknowledge and agree that this Agreement may be executed in counterparts, may also be transmitted by facsimile and/or email, all of which shall be binding in all respects upon and inure to the benefit of each Party hereto. Nothing in this Agreement is intended, nor shall anything be construed to give any other person, or entity not a Party to this Agreement, any rights, remedies, or claims under or by reason hereof.
3. **COSTS OF COLLECTION/ENFORCEMENT OF THIS AGREEMENT:** If for any reason, Allied institutes any civil action, or takes any other action to enforce this Agreement, then Owner consents and agrees that Allied shall receive all its actual costs, expenses, and attorney fees incurred, from Owner, which shall become a part of the damages due and owing Allied. Expenses covered by this paragraph include, without limitation, Allied's attorney fees and legal expenses, whether or not a civil action is filed, including all such fees and expenses for all bankruptcy proceedings, all post judgment litigation, including appeals, all costs of researching records, and obtaining reports, including but not limited to title reports. Owner consents and agrees to pay Allied all the costs, expenses and fees set forth in this paragraph.
4. **ARBITRATION:** Contractor, at its sole election, shall determine whether any and all disputes, claims, or differences arising out of this Agreement shall be resolved by submitting the same to arbitration or to a court of competent jurisdiction. When any such arbitration or litigation proceedings are initiated by Contractor, they may be initiated at any time in accordance with the applicable statute(s) of limitations. Should the Purchaser wish to commence proceedings on any disputes, claims, or differences, they shall notify Contractor of said election and Contractor shall have fifteen (15) days from the receipt of the aforementioned written correspondence to elect whether proceedings shall be commenced via arbitration proceeding or via a court of competent jurisdiction. Any selected arbitration proceedings shall be conducted in accordance with the rules of the American Arbitration Association and may include, at the election of Contractor, an arbitration proceeding pursuant to the specific Construction Industry Arbitration Rules. Any applicable arbitration award may be enforced by a court of competent jurisdiction and may include any equitable remedies that a court of competent jurisdiction could have provided and any remedies pursuant to the Michigan Construction Lien Act, M.C.L. § 570.1101 et seq.
5. **TIME PRICE CHARGES:** The Owner consents and agrees to pay Allied a time price differential charge of one and one half percent (1.5%) per month, on all past due amounts due and owing Allied, until the entire balance due Allied is paid in full. If the Owner defaults on any obligation under this Agreement, or otherwise terminates or breaches this Agreement, so that the Scope of Work or Project does not proceed and/or is not completed by Allied, for any reason whatsoever, then Allied shall receive the foregoing Time Price Charges from Owner, in addition to all other damages Allied may be entitled to under Michigan law and/or equitable doctrines available to Allied.
6. **CHANGES:** No changes or alterations to the specification(s) pertaining to the Work shall be allowed except as made in writing, signed by the parties, and at prices agreed upon at the time the changes are authorized.
7. **PREVAILING PARTY:** In the event that any dispute between the parties, pertaining to this Agreement and/or the Work, proceeds to arbitration or litigation, the prevailing party shall be entitled to recover their reasonable costs and attorney fees incurred.
8. **DELAY:** Contractor will not be responsible for any delays, or any condition or damage that results from any delay; including but not limited to inability to receive materials, weather conditions, strikes or other labor stoppages, acts of God, war, decision by Purchaser to delay installation of top coat, delay(s) caused by another party (other than the Contractor) through fault or otherwise, or any other unanticipated condition.
9. **PERMITS:** The Purchaser or the owner of the project where the Work is being performed shall pay for any and all required permits or assessments.
10. **MINIMUM SLOPE AND STANDING WATER:** To allow for proper drainage all pavement areas must be designed for a minimum of 1.5% slope or there is a chance for standing water, puddles, or slow drainage. We cannot guarantee against standing water when slopes are less than 1.5%.
11. **REPRODUCTION CRACKS:** When the Work involves resurfacing concrete, brick, asphalt pavements, or any other such surfaces, the Contractor is not responsible for the reproduction of cracks, reflection of expansion joints, or other similar items, which may occur.
12. **UNDERGROUND STRUCTURES:** It is Purchaser's responsibility to timely and properly advise Contractor to the existence and location of all underground structures such as sewers, water lines, gas lines, private and public electrical lines, etc., which might be encountered by Contractor in the performance of its Work hereunder. Contractor shall be deemed to have notice of the existence of only those structures specifically referred to in this Agreement, and the location thereof as indicated in this Agreement. If developments in the performance of the Work reveal that the identity or location of the underground structures varies from those specified herein, any extra cost to Contractor thereby incurred in moving, protecting, or covering the same, or otherwise, shall be borne by the Purchaser.
13. **SOIL CONDITIONS:** Should any unusual soil conditions be encountered, including, but not limited to clay and/or underground water, any extra cost incurred by Contractor in the performance of the Work, occasioned by such conditions, shall be paid by the Purchaser.
14. **HIDDEN OBJECTS:** Contractor assumes no responsibility for removing hidden objects encountered during performance of the Work. Any costs incurred by the removal and disposal of such hidden objects shall be borne solely by the Purchaser, and the Contractor shall be reimbursed accordingly.
15. **ZONING REQUIREMENTS & OTHER LOCAL REGULATIONS:** Contractor assumes no responsibility for determining whether the Purchaser has the legal right or authority to pave the property, or otherwise perform the Work as directed. Notwithstanding the same, should the Work be deemed to be in violation of any ordinance, zoning regulation, or other law, the Purchaser shall nevertheless be obligated to pay for Work performed as set forth in this Agreement.
16. **GROUND MOVEMENTS:** Ground movements can cause certain cracking or other such items that may be visible after Contractor performs its Work. Contractor shall not be responsible to repair any such items that may be caused by frost heaving, freeze thawing, expansion/contraction due to the weather, vehicular vibrations, or any ground movements of any kind. **CONTRACTOR EXPRESSLY DISCLAIMS ANY WARRANTIES IN CONNECTION WITH ANY CRACKING OR OTHER SUCH ITEMS THAT MAY OCCUR IN CONNECTION WITH ANY GROUND MOVEMENTS.**
17. **UNANTICIPATED CONDITIONS:** In addition to paragraphs 3, 4, 5, 7, 8, 9, 10, and 12 above, the parties acknowledge and agree that certain unanticipated circumstances may occur which are beyond the scope of the Work to be performed by Contractor. It is understood that in the event that any such unanticipated circumstance should occur, after responsible investigation to determine that said circumstances could not have been anticipated, Contractor may submit a Change Order to Purchaser proposing necessary additional work to be performed resulting from said unanticipated circumstance(s). In the event that Purchaser fails to execute said change Order, then Purchaser shall assume complete responsibility for any and all damages and costs resulting from Purchaser's failure to consent to the Change Order and Contractor may, at its sole discretion, consider Purchaser's failure to execute the Change Order as grounds for terminating this Agreement, including its responsibility to perform any services under this Agreement. If Contractor elects to terminate this agreement pursuant to this paragraph, then Purchaser shall still be responsible to pay Contractor the entire contract amount, less any labor and material costs not incurred by Contractor as a result of the termination. Should Contractor elect to continue working, rather than terminate the Agreement, Purchaser acknowledges that Contractor may be unable to comply with certain terms and conditions of the Agreement due to said unanticipated circumstance(s), and Contractor will not be held responsible for any such terms and conditions.
18. **SEVERABILITY:** Invalidity or unenforceability of any particular provision of this Agreement shall not affect the other provisions set forth herein and this Agreement shall be construed in all aspects as if such invalid or unenforceable provision was omitted.
19. **BINDING EFFECT:** This Agreement shall be binding on the parties and their heirs, agents, employees, personal representatives, successors, and assigns.
20. **AMBIGUITY:** In the event that any of the terms and conditions of this Agreement are found to be ambiguous, then the remainder of the Agreement shall be interpreted to give it full force and effect. Further, in the event there is an ambiguity between this Agreement and any other agreement, the parties intend that the terms and conditions of this Agreement will supersede any other agreement, including but not limited to the administration, interpretation, performance, and enforcement of this Agreement. Any rule of construction regarding ambiguities being resolved against the drafting parties shall not apply to interpretation and construction of this Agreement.

Diagram For Culver Excavating, Inc.



Proposal



A Customer Assistance Program of
the Better Business Bureau
M.D.O.T. PREQUALIFIED

9633 Northwest Court
P.O. Box 1290
Clarkston, MI 48347-1290

(248) 625-9581
Fax (248) 625-3360



The Allied Advantage
www.alliedasphalt.com

Brighton / Howell
(810) 229-5511
White Lake / Milford
(248) 684-2343
Lapeer
(810) 797-6080



Proposal Submitted To: Culver Excavating, Inc.		Date: April 13, 2021	Estimate No.: 18457
Attn: Paul Yon		Email: culverexc@zoomon.net	
Property Name: Secluded Acres		Job Name: Asphalt Streets Removal And Reconstruction	
Address: 5260 E. Grand River, Webberville, MI 48892		Job Address: 11849 Secluded Ridge Dr, Byron, MI 48418	
Architect: N/A	Date Of Plans: Per site review and measurements	Phone: 517-521-3478(Ext: Office)	

We Propose hereby to furnish material and labor - complete in accordance with specifications below.

All work terms and conditions are bound by the attached General Conditions. All agreements contingent upon strikes, accidents, weather or delays beyond our control. Any deviation from specifications requested by the Owner shall become an extra charge. All work shall be carried out in a workmanlike manner. Any warranty does not cover gasoline or oil spills, kickstand or tire marks, cracks, tree root cracks, reflective cracks, small water depressions and settling. The owner consents and agrees to pay Allied as described in the attached general conditions.

Authorized Signature Ken Frenger (248-640-5043)

Note: This proposal may be withdrawn by us if not accepted within 30 days.

We here by submit specifications and estimates for:

SCOPE OF WORK

Remove and Replace Existing Asphalt Streets (Green On Sketch) - Approximately 87,126 SF (~2,130 Tons HMA)

- Remove existing deteriorated asphalt leveling course up to 2" thick which has not received the wearing course.
- Proof roll and inspect existing gravel base to confirm stability.
- Re-grade and compact existing aggregate base in prep for new asphalt paving.
- Construct a final compacted 4" of hot mixed asphalt with 2" of 3C leveling course (1,065 tons) and 2" of premium commercial 5E1 Superpave topping (1,065 tons).
- Apply an SS-1h emulsion course tack coat between layers for asphalt adhesion.
- Asphalt placed with (1 of our 5) late model Caterpillar or Volvo highway class MDOT approved asphalt pavers.
- Asphalt compacted with vibratory/oscillatory rollers to a minimum of 95% max density per Marshall method testing.
- Clean up and remove debris associated with our operations.

Total All Above Base Bid Asphalt Streets Removal And Reconstruction \$256,260.00

Asphalt Market Pricing: Due to a highly volatile petroleum and specifically asphalt market our prices are only valid for 30 days, after 30 days please allow for market adjustments. No prices can be held for the following year at this time. Contracts must be signed so we can turn them into our suppliers prior to the expiration of mix pricing.

Notes:

- Work is quoted for completion in one mobilization without phasing prior to 9/15/2021. Prior to our mobilizing, owners to remove all equipment, storage items, dumpsters, vehicles, etc. from within the designated work areas.
- If required, import and place additional 21AA crush concrete to supplement existing gravel base for positive drainage at \$32.00 per ton.
- Scope of work and prices exclude: permits; bonds; testing or inspection fees; engineering survey staking or layout; concrete work; liability for damages to overhanging tree limbs; catch basin repairs; liability for damages or repairs to private utilities not staked by Miss Dig (i.e. sprinklers, invisible fence, electrical secondaries for site lighting, etc.); landscaping restoration.
- To prevent ponding or slow draining water asphalt requires a MINIMUM slope of 1.5%.
- **Undercutting** is the process of removing wet or unstable existing aggregate base (or subgrade) and replacing it with a useable pavement base. Having a stable aggregate base is crucial for the pavement quality and useful life of the pavement. **Undercutting may or may not be necessary, and it is impossible to tell if, or how much, will be needed until the asphalt is removed and the grade is proof rolled. Some allowance should be made for undercutting in your budget. Undercutting will be done, if required, at unit rates with 21AA crushed concrete stabilizing backfill at \$48.00/ton.** If required, other types of undercutting or stabilizing will be quoted and provided at added cost.
- All work to be completed per Allied's general conditions page attached.
- This proposal to be referenced in and be made part of any agreement offered to Allied.

Above prices do not include barricades, permit, layout, bonds, inspection fees, concrete flatwork, landscaping, or signs. All restoration by others. Proposal is based on working in one phase, unless stated otherwise above, additional phasing at extra cost. The work areas must be clear of all cars prior to our arrival. A clear ingress and egress must be provided at all times during construction. Prices above are based on work being performed during normal weekday hours. Price reflects machine paving only, patching and handwork extra unless specifically stated otherwise above. Work is bid for the summer of the proposal year only, please note that we are expecting material cost fluctuations. Therefore, work completed after the normal paving season (until generally September 30th of the proposal year) is subject to a price increase.

Payment to be made as follows:

NET 30

Acceptance of Proposal-The above prices, specifications, conditions, and attached general conditions are satisfactory and are hereby accepted. You are authorized to do the work as specified. Payment will be made as outlined above.

Date of Acceptance: _____

Signature: _____

RECORDED

2001 JUN 27 P 4: 06

NANCY HAVILAND
REGISTER OF DEEDS
LIVINGSTON COUNTY, MI.
48843

LIVINGSTON COUNTY TREASURER'S CERTIFICATE
I hereby certify that there are no TAX
LIENS or TITLES held by the state or any
individual against the within description,
and all TAXES are same as paid for five
years previous to the date of this instrument
or appear on the records in this
office except as stated.

5492

6-27-2001 *Dianne H. Hardy*
Dianne H. Hardy, Treasurer
Sec. 185 Act 266, 1888 as Amended.
Taxes not examined

HOMESTEAD DENIALS NOT EXAMINED

187/2

✓HE

MASTER DEED
SECLUDED ACRES SITE CONDOMINIUM
CONDOMINIUM PLAN NO. 223

THIS MASTER DEED is made and executed on June 21, 2001, by Secluded Acres, L.L.C., a Michigan Limited Liability Company, hereinafter referred to as "Developer", whose address is 5497 Emmons Road, Fowlerville, Michigan, 48836, in pursuance of the provisions of the Michigan Condominium Act (being Act 59 of the Public Acts of 1978, as amended), hereinafter referred to as the "Act".

W I T N E S S E T H:

WHEREAS, the Developer desires by recording this Master Deed, together with the Bylaws attached hereto as Exhibit "A", the Condominium Subdivision Plan attached hereto as Exhibit "B" and the Articles of Incorporation of the SECLUDED ACRES CONDOMINIUM HOMEOWNERS ASSOCIATION attached hereto as Exhibit "C" (which are hereby incorporated by reference and made a part hereof), to establish the real property described in Article II below, together with the improvements located and to be located thereon, and the appurtenances thereto, as a residential Condominium under the provisions of the Act.

NOW, THEREFORE, the Developer does, upon the recording hereof, establish SECLUDED ACRES SITE CONDOMINIUM as a Condominium under the Act and does declare that SECLUDED ACRES SITE CONDOMINIUM (hereinafter referred to as the "Condominium", "Project" or the "Condominium Project") shall, after such establishment, be held, conveyed, hypothecated, encumbered, leased, rented, occupied, improved, or in any other matter utilized, subject to the provisions of the Act, and to the covenants, conditions, restrictions, uses, limitations and affirmative obligations set forth in this Master Deed, Bylaws and the Exhibits attached hereto, all of which shall be deemed to run with the land and shall be a burden and a benefit to the Developer, its successors and assigns, and any persons acquiring or owning an interest in the Condominium Premises, their grantees, successors, heirs, personal representatives and assigns. In furtherance of the establishment of the Condominium, it is provided as follows:

01-03-200-015 Part of
01-02-100-031 Part of

ARTICLE I
TITLE AND NATURE

The Condominium shall be known as SECLUDED ACRES SITE CONDOMINIUM, Livingston County Condominium Subdivision Plan No. 223. The units contained in the Condominium, including the number, boundaries, dimensions and area of each unit therein, are set forth completely in the Condominium Subdivision Plan attached as Exhibit "B" hereto. Each individual unit has been created for residential purposes. Each unit is capable of individual utilization on account of having its own entrance from and exit to a Common Element of the Condominium. Each Co-owner in the Condominium shall have an exclusive right to his Unit and shall have an undivided and inseparable interest with the other Co-owners in the Common Elements of the Condominium and shall share with the other Co-owners the Common Elements of the Condominium as provided in this Master Deed. The provisions of this Master Deed, including, but without limitation, the purposes of the Condominium, shall not be construed to give rise to any warranty or representation, express or implied, as to the composition or physical condition of the Condominium, other than that which is expressly provided herein.

ARTICLE II
LEGAL DESCRIPTION

The land on which the project is situated and which is submitted for condominium ownership pursuant to the Michigan Condominium Act, is located in Conway Township, Livingston County, Michigan and is described as follows:

Commencing at the Northwest Corner of Section 2, Town 4 North, Range 3 East, Conway Township, Livingston County, Michigan; thence North 88°56'37" East 94.15 feet along the North line of said Section 2, also being the South line of Section 34, Town 5 North, Range 3 East, Antrim Township, Shiawassee County and the centerline of Lovejoy Road to the Southeast Corner of said Section 34; thence North 88°59'53" East 605.85 feet along said North line of Section 2 and the centerline of Lovejoy Road, also being the South line of Section 35, Town 5 North, Range 3 East to the PLACE OF BEGINNING; thence continuing North 88°59'53" East 792.12 feet along said North line of Section 2 and the centerline of Lovejoy Road and the South line of Section 35; thence South 01°05'49" East 2846.96 feet; thence North 89°34'43" West 444.54 feet; thence North 32°57'32" West 346.37 feet; thence Westerly 90.69 feet along the arc of a 75 foot non-tangential radius curve to the right, through a central angle of 69°16'54" and having a chord bearing North 88°19'05" West 85.26 feet; thence South 36°19'22" West 59.54 feet; thence North 87°33'24" West 126.50 feet; thence South 05°53'16" East 171.38 feet; thence Southeasterly 302.15 feet along the arc of a 443.00 foot radius curve to the left, through a central angle of 39°04'43" and having a chord bearing South

25*25'38" East 296.33 feet; thence South 00*25'17" West 209.17 feet; thence North 89*34'43" West 708.32 feet; thence North 01*48'44" West 893.62 feet along the West line of said Section 2; thence South 88*26'33" West 438.77 feet; thence North 01*33'27" West 1600.63 feet; thence North 89*47'25" East 721.59 feet; thence North 01*00'07" West 290.00 feet; thence North 88*59'53" East 400.00 feet; thence North 01*00'07" West 440.00 feet to the PLACE OF BEGINNING. Being a part of the Northwest 1/4 of Section 2 and the Northeast 1/4 of Section 3, Town 4 North, Range 3 East, Conway Township, Livingston County, Michigan. Containing 106.96 acres, more or less. (Symbol * = degrees)

ARTICLE III
DEFINITIONS

Certain terms are utilized not only in this Master Deed and Exhibits "A", "B" and "C" hereto, but are or may be used in various other instruments such as, by way of example and limitation, the rules and regulations of SECLUDED ACRES CONDOMINIUM HOMEOWNERS ASSOCIATION, a Michigan Nonprofit Corporation, and deeds, mortgages, liens, land contracts, easements and other instruments affecting the establishment of, or transfer of, interests in SECLUDED ACRES SITE CONDOMINIUM as a condominium. Wherever used in such documents or any other pertinent instruments, the terms set forth below shall be defined as follows:

Section 1. Act. "Act" means the Michigan Condominium Act, being Act 59 of the Public Acts of 1978, as amended.

Section 2. Association. "Association" means SECLUDED ACRES CONDOMINIUM HOMEOWNERS ASSOCIATION, which is the nonprofit corporation organized under Michigan law of which all Co-owners shall be members, which corporation shall administer, operate, manage and maintain the Condominium. Any action required of or permitted to the Association shall be exercisable by its Board of Directors unless specifically reserved to its members by the Condominium Documents or the laws of the State of Michigan.

Section 3. Board Of Directors Or Board. "Board of Directors" or "Board" means the Board of Directors of SECLUDED ACRES CONDOMINIUM HOMEOWNERS ASSOCIATION, a Michigan nonprofit corporation organized to manage, maintain and administer the Condominium.

Section 4. Bylaws. "Bylaws" means Exhibit "A" hereto, being the Bylaws setting forth the substantive rights and obligations of the Co-owners and required by Section 3(8) of the Act to be recorded as part of the Master Deed. The Bylaws shall also constitute the Corporate Bylaws of the Association as provided for under the Michigan Nonprofit Corporation Act.

Section 5. Common Elements. "Common Elements", where used without modification, means both the General and Limited Common Elements described in Article IV hereof.

Section 6. Condominium Documents. "Condominium Documents: wherever used means and includes this Master Deed and Exhibits "A", "B" and "C" attached hereto, and rules and regulations, if any, of the Association as all of the same may be amended from time to time.

Section 7. Condominium Premises. "Condominium Premises" means and includes the land described in Article II above, all improvements and structures thereon, and all easements, rights and appurtenances belonging to SECLUDED ACRES SITE CONDOMINIUM as described in the Master Deed or amendment or amendments to the Master Deed.

Section 8. Condominium Project, Condominium or Project. "Condominium Project", "Condominium" or "Project" means SECLUDED ACRES SITE CONDOMINIUM as a Condominium established in conformity with the provisions of the Act.

Section 9. Condominium Subdivision Plan. "Condominium Subdivision Plan" means Exhibit "B" hereto.

Section 10. Co-owner. "Co-owner" means a person, firm, corporation, partnership, association, trust or other legal entity or any combination thereof owning one or more Units in the Condominium, and shall include a land contract vendee. The term "Owner", wherever used, shall be synonymous with the term "Co-owner".

Section 11. Development And Sales Period. "Development and Sales Period" means the period commencing with the recording of the Master Deed and continuing as long as the Developer owns any Unit which it offers for sale.

Section 12. Developer. "Developer" means Secluded Acres, L.L.C., a Michigan limited liability company, who has made and executed this Master Deed, and its successors and assigns. The successors and assigns of Developer shall always be deemed to be included within the term "Developer" whenever such term is used in the Condominium Documents.

Section 13. First Annual Meeting. "First Annual Meeting" means the initial meeting at which non-Developer Co-owners are permitted to vote for the election of all directors and upon all other matters which may properly be brought before the meeting. Such meeting is to be held in accordance with Article IX, Section 2 of the Bylaws.

Section 14. Township. "Township" means Conway Township, Livingston County, State of Michigan.

Section 15. Transitional Control Date. "Transitional Control Date" means the date on which a Board of Directors of the Association takes office pursuant to an election in which the votes which may be cast by eligible owners unaffiliated with the Developer.

Section 16. Unit Or Condominium Unit. "Unit" or "Condominium Unit" each mean a single Unit in SECLUDED ACRES SITE CONDOMINIUM as such space may be described in Article V, Section 1 below, and shall have the same meaning as the term "Condominium Unit" as defined in the Act. The land and all structures and improvements now or hereafter located within the boundaries of a Unit shall be owned in their entirety by the Co-owner of the Unit within which they are located and shall not, unless otherwise expressly provided in the Condominium Documents, constitute Common Elements. Each Unit shall be co-extensive with an entire residential lot/condominium unit within the meaning of Conway Township ordinances and shall extend beyond its related building envelope to the full area delineated by its perimeter unit lines as depicted on the Condominium Subdivision Plan.

Other terms which may be utilized in the Condominium Documents and which are not defined hereinabove shall have the meanings as provided in the Act.

Whenever any reference herein is made to one gender, the same shall include a reference to any and all genders where same would be appropriate; similarly, whenever a reference is made herein to the singular, a reference shall also be included to the plural where the same would be appropriate.

ARTICLE IV COMMON ELEMENTS

The Common Elements of the Condominium described in Exhibit "B" attached hereto, and the respective responsibilities for maintenance, decoration, repair or replacement thereof, are as follows:

Section 1. General Common Elements. The General Common Elements are:

(a) Easements. All beneficial easements, if any, now existing or created after the recording hereof which benefit the Condominium Premises as a whole.

(b) Electrical. The electrical transmission system throughout the Project up to the point of lateral connection for Unit service.

(c) Gas. The natural gas main distribution system, if any hereafter constructed, throughout the Project, up to the point of lateral connection for Unit service.

(d) Land. The land described in Article II hereof, and other common areas, not identified as Limited Common Elements, when included as a part of the Condominium, but excluding that portion designated on the Condominium Subdivision Plan as the Condominium Units.

(e) Other. Such other elements of the Project not herein designated as General or Limited Common Elements which are not enclosed within the boundaries of a Unit, and which are intended for common use or are necessary to the existence, upkeep, appearance, utility or safety of the Project. Developer also reserves the right, in its discretion, to install signs, and other signage at any location or locations as Developer deems appropriate within the General Common Elements and road right-of-way.

(f) Private Roads. The private roads known as Secluded Ridge Drive, Hidden Knoll Court and Hidden Circle Drive depicted on the Condominium Subdivision Plan and all signage installed by the Developer and/or the Association in connection therewith.

(g) Storm Water Drainage System. The Storm Water Drainage System including the storm drain control structures, catch basins, manholes, storm drain pipe and drainage easements and other apparatus depicted as such on the Condominium Subdivision Plan.

(h) Telecommunications. The telecommunications system and cable television systems, if any hereafter constructed up to the point of ancillary connection for Unit service.

(i) Telephone. The telephone system throughout the Project up to the point of the ancillary connection for Unit service.

Some or all of the utility lines, systems and equipment and the telecommunications system, if and when constructed, described above may be owned by a local public authority, governmental body, or by the company that is providing the service. Accordingly, such utility lines, systems and equipment and the telecommunications system, if and when constructed, shall be General Common Elements only to the extent of the Co-owners' interest therein, if any, and Developer makes no warranty whatsoever with respect to the nature or extent of such interest, if any.

Section 2. Limited Common Elements. The Limited Common Elements shall be subject to the exclusive use and enjoyment of the Co-owner or Co-owners of the Unit or Units which the Limited

Common Elements are appurtenant. The Limited Common Elements are as follows:

(a) Driveways. Driveways serving the residence constructed within the Unit or Units, to the extent located outside the boundaries of the Condominium Unit;

(b) Utility Services. The pipes, ducts, wiring and conduits supplying electricity, gas, telephone, television and/or other utility service to a Unit, from the point of lateral connection with a General Common Element of the Project or utility line or system owned by the local public authority or company providing the service;

(c) Miscellaneous. Any improvements constructed by the Developer and designated Limited Common Elements appurtenant to a particular Unit or Units in the Master Deed or in an amendment to the Master Deed made by Developer.

Section 3. Responsibilities For Maintenance, Decoration, Repair And Replacement.

(a) Association Responsibilities. The costs of maintenance, repair and replacement of all General Common Elements shall be borne by the Association, subject to any provisions of the Bylaws expressly to the contrary. The Association shall maintain all Common Elements requiring periodic maintenance in a neat, clean, and first-class condition in keeping with their basic nature. Additional maintenance assessments may be levied against the Units for expenses of maintenance required by the Association. Standards for maintenance may be established by the Association through its Board of Directors. The Association shall not be responsible, in the first instance, for performing any maintenance, repair or replacement with respect to residences and their appurtenances located within the Condominium Units. The Association, acting through its Board of Directors, may undertake such other regularly recurring, reasonably uniform, periodic exterior maintenance functions within any Unit boundaries as it may deem appropriate and as the affected Co-owners may agree (including, without limitation, lawn mowing, snow removal and tree trimming). Nothing herein contained, however, shall compel the Association to undertake such responsibilities. Any such responsibilities undertaken by the Association shall be charged to any affected Co-owner on a reasonably uniform basis and collected in accordance with the assessment procedures established in the Bylaws. The Developer, in the initial maintenance budget for the Association, shall be entitled to determine the nature and extent of such services and reasonable rules and regulations may be promulgated in connection therewith.

(b) Co-owner Responsibility. Each Co-owner shall be responsible for the maintenance, decoration, repair and replacement of the following:

i. Each Co-owner shall be responsible for decorating, maintaining, repairing or replacing each and every part of his/her Unit, together with all improvements thereon, along with any portion of the yard of the Co-owner which that is located within the right of way of any road, except those portions of any easement or right-of-way situated within the Condominium which exists primarily for the benefit of persons other than Co-owners. The exterior appearance of the buildings constructed within the units to the extent visible from any other dwelling within a unit shall be subject to the approval of the Association and to reasonable aesthetic and maintenance standards prescribed by the association in duly adopted rules and regulations. Failure of any Co-owner to adhere to maintenance and aesthetic standards shall entitle the association to enter upon such Co-owner's unit and to perform necessary maintenance, repair or replacement.

ii. All costs of installation and subsequent operation of electricity, telephone, cable television (if any) and natural gas (if any) hereafter installed, shall be borne by the Co-owner of the unit to which such services are furnished. All utility laterals and leads shall be installed, maintained, repaired and replaced at the expense of the Co-owner whose unit they service.

iii. The costs of initial installation and subsequent maintenance, repair and replacement of the individual water wells and the on-site sanitary disposal system located within each unit shall be separately borne by the Co-owner of each unit to which they are appurtenant.

(c) Co-owner Negligence or Fault. If the Association determines, in its sole discretion that maintenance, repair, decoration or replacement is required as a result of the failure of the Co-owner to perform his/her responsibility as set forth in (b) above, or is a result of the negligence, fault or improper conduct of a Co-Owner, the Association may proceed to perform the required maintenance, repair, decoration or replacement. The cost of any such maintenance, repair, decoration or replacement performed by the Association shall be paid by the Co-Owner and added to his/her monthly Association assessment, if necessary. Failure of the Co-owner to pay the charges incurred by the Association shall entitle the Association to proceed with all remedies set forth in Article II of the Condominium Bylaws.

(d) Storm Drainage System. The costs of maintenance, repair and replacement of the storm drainage system shall be the responsibility of the Association of Co-owners.

(e) Public Utilities. Public utilities furnishing services such as electricity, telephone, cable television (if

any) and natural gas (if any), to the Condominium shall have access to the Common Elements and Condominium Units for the reconstruction, repair or maintenance of such services and associated costs incurred to reconstruct, repair or maintain such service shall be borne either by the individual Co-owners or by the Association, or by the utility companies in accordance with their respective obligations to do so.

Section 4. Use Of Units and Common Elements. No Co-owner shall use his Unit or the Common Elements in any manner inconsistent with the purposes of the Condominium or in any manner which will interfere with or impair the rights of any other Co-owner in the use and enjoyment of his/her Unit or the Common Elements.

ARTICLE V UNIT DESCRIPTION AND PERCENTAGE OF VALUE

Section 1. Description Of Units. Each Unit in the Condominium Project is described in the Condominium Subdivision Plan of SECLUDED ACRES SITE CONDOMINIUM which is attached hereto as Exhibit "B". There are fifty (50) Units created for residential use in the Condominium Project established by this Master Deed. Each Unit shall consist of the space located within horizontal and vertical Unit boundaries as delineated on Exhibit "B" hereto together with all appurtenances thereto.

Section 2. Percentage Of Value. The total value of the Project is 100%. The determination of the percentages of value was made after reviewing the comparative characteristics of each Unit in the Project which would affect maintenance costs and concluding that there are no material differences. The percentage of value assigned to each Unit shall be determinative of each Co-Owner's respective share of the General Common Elements of the Condominium Project, the proportionate share of each respective Co-owner in the proceeds and the expenses of administration and the value of such Co-owner's vote at meetings of the Association of Co-owners. Accordingly, the percentage of value assigned to each of the fifty (50) single family residential Units shall be equal, this is, 2% each.

Section 3. Modification Of Units And Common Elements By Developer. The size, location, nature, design or elevation of Units and/or General or Limited Common Elements appurtenant or geographically proximate to any Units described in Exhibit "B", as same may, with the permission of Conway Township, be modified, revised or amended from time to time, in Developer's sole discretion, by amendment to this Master Deed effected solely by the Developer and its successors without the consent of any other person, so long as such modifications do not unreasonably impair or diminish the appearance of the Condominium or the view, privacy or other significant attribute or amenity of any Unit

which adjoins or is proximate to the modified Unit or Limited Common Element. All of the Co-owners and mortgagees of Units and other persons interested or to become interested in the Condominium from time to time shall be deemed to have unanimously consented to such amendment or amendments to this Master Deed to effectuate the foregoing. All such interested persons irrevocably appoint Developer or its successors and assigns as agent and attorney for the purpose of execution of such amendment or amendments to the Master Deed and all other documents necessary to effectuate the foregoing. Provided, however, no amendment shall attempt to affect any approval established or reserved hereunder to the Township or otherwise be contrary to the terms of any Township Ordinance.

Section 4. Relocation Of Boundaries Of Adjoining Units By Co-Owners. Boundaries between adjoining Condominium Units may be relocated at the request of the Co-owners of such adjoining Condominium Units and upon approval of the affected mortgagees of the affected Units and the Township. Upon written application of the Co-owners of the adjoining Condominium Units, and upon the approval of said affected mortgagees and the Township, the Board of Directors of the Association shall forthwith prepare and execute an amendment to the Master Deed duly relocating the boundaries pursuant to the Condominium Documents and the Act. Such an amendment to the Master Deed shall identify the Condominium Units involved and shall state that the boundaries between those Condominium Units are being relocated by agreement of the Co-owners thereof and such amendments shall contain the conveyance between those Co-owners. All of the Co-owners and mortgagees of Units and other persons interested or to become interested in the Condominium from time to time shall be deemed to have irrevocably and unanimously consented to such amendment of this Master Deed to effectuate the foregoing. All such interested persons irrevocably appoint the Association, through its Board of Directors, as agent and attorney for the purpose of execution of such amendment to the Master Deed and all other documents necessary to effectuate the foregoing. Such amendment may be effected without the necessity of re-recording an entire Master Deed or the Exhibits thereto and may incorporate by reference all or any pertinent portions of this Master Deed and the Exhibits hereto. The amendment shall be delivered to the Co-owners of the Condominium Units involved upon payment by them of all reasonable costs for the preparation and recording thereof.

ARTICLE VI EASEMENTS

Section 1. Association Easements Over Condominium Units. There shall be easements to and in favor of the Association, and its officers, directors, agents and designees, in, on and over all Units and Common Elements in the Project, for access to the Units and the exterior of each of the residential dwellings that

are constructed within the Project to permit the maintenance, decoration, repair and replacement thereof in accordance with the terms hereof. The individual Co-owners are responsible for the maintenance, repair and replacement of all structural elements contained within their respective Unit boundaries, including driveways, and for lawn mowing and maintenance of landscaping. In the event that a Co-owner fails or neglects to maintain the exterior structural components of the Co-owner's Unit, including the driveway, in an aesthetic and/or harmonious manner as may from time to time be established by the Association in duly adopted regulations passed by the Board of Directors pursuant to its authority set forth in Article XI the Bylaws (Exhibit "A" hereto), or fails to mow the lawn or otherwise maintain the landscaping within the Unit boundaries, the Association shall be entitled to perform such maintenance to the Unit and/or landscaping and to assess the Co-owner the costs thereof and to collect such costs as part of the assessments. There also shall exist easements in favor of the Association, and its officers, directors, agents and designees, in, on and over all Units and Common Elements of the Project for access to and for maintenance of those Common Elements of the Project for which the Association may from time to time be responsible. The Association shall in no event be obligated to repair any dwelling or other improvement located within or appurtenant to a Unit as a Limited Common Element to the extent repair is necessitated on account of an occurrence with respect to which a Co-owner is required under the Condominium Documents to maintain insurance coverage, nor shall the Association be obligated to make any capital expenditures of any type whatsoever with respect to such dwellings or improvements or to perform any maintenance or repairs thereon.

Section 2. Easements For Utilities, Reservation Of Right To Grant Easements For Utilities. The Developer may grant easements for utilities over, under and across the Condominium, including but not limited to the roads, units and park areas to appropriate governmental bodies or public utility companies and transfer title of utilities to governmental bodies or to utility companies. Such easement or transfer of title shall be conveyed by the Developer without the consent of any Co-owner, mortgagee or other person and shall be evidenced by an appropriate amendment to this Master Deed and that shall be recorded in the Livingston County Records. All of the Co-owners and mortgagees of Units and other persons interested or to become interested in the Condominium from time to time shall be deemed to have irrevocably and unanimously consented to such amendments to this Master Deed as may be made to effectuate the foregoing grant of easement or transfer of title.

Section 3. Grant Of Easements By Association. The Association, acting through its lawfully constituted Board of Directors (including any Board of Directors acting prior to the First Annual Meeting), shall be empowered and obligated to grant such easements, licenses, rights-of-entry and rights-of-way over,

under, and across the Condominium Premises for utility purposes, access purposes or other lawful purposes as may be necessary for the benefit of the Condominium; subject, however, to the approval of the Developer so long as the Development and Sales Period has not expired.

Section 4. Association And Developer Easements For Maintenance, Repair And Replacement. The Developer, the Association, and all public or private utilities including Conway Township and other governmental entities to whom its rights are assigned shall have such easements over, under, across and through the Condominium Premises, including all Units and Common Elements, as may be necessary to fulfill any responsibilities of construction, maintenance, repair, decoration, replacement or upkeep which they or any of them are required or permitted to perform under the Condominium Documents or Bylaws or to respond to any emergency or common need of the Condominium. The Developer, the Association and the entities supplying utilities shall not be liable to the owner of any Unit or any other person, in trespass or in any other form of action, for the exercise of rights pursuant to the provisions of this Section or any other provision of the Condominium Documents which grant such easements, rights of entry or other means of access. All costs incurred by the Association or the Developer in performing any responsibilities which are required, in the first instance to be borne by any Co-owner, shall be assessed against such Co-owner and shall be due and payable with his/her installment of the annual assessment next falling due; further, the lien for non-payment shall attach as in all cases of regular assessments and such assessments may be enforced by the use of all means available to the Association under the Condominium Documents and by law for the collection of regular assessments including, without limitation, legal action and foreclosure of the lien securing payment.

Section 5. Telecommunications Agreements. The Association, acting through its duly constituted Board of Directors and subject to the Developer's approval during the Development and Sales Period, shall have the power to grant such easements, licenses and other rights of entry, use and access and to enter into any contract or agreement, including wiring agreements, utility agreements right-of-way agreements, access agreements and, to the extent allowed by law, contracts for sharing of any installation or periodic subscriber service fees as may be necessary, convenient or desirable to provide for telecommunications, videotext, broad band cable and similar services (collectively "telecommunications") to the Units. Notwithstanding the foregoing, in no event shall the Board of Directors enter into any contract or agreement or grant any easement, license or right of entry or do any other act or thing which will violate any provision of any Federal, State or local law or ordinance. Any and all sums paid by the telecommunications or any other company or entity in connection

with such service, including fees if any, for the privilege of installing same, or sharing periodic subscriber service fees, shall be receipts affecting the administration of the Condominium within the meaning of the Act and shall be paid over to and shall be the property of the Association.

Section 6. Easements For Storm Drainage. There shall exist easements for the benefit of the Developer and the Association over all Units, common areas, wetlands and all park areas for purposes of providing storm water drainage, access and maintenance as designated on the Condominium Subdivision Plan. In order to provide assurances that the storm water drainage designed for the Condominium Premises shall remain unimpeded no Co-owner shall disturb the grade or otherwise modify the areas within such easements in any way. Each Co-owner shall, however, be solely responsible for installing, maintaining, repairing and replacing landscaping materials located within any open storm drainage easement areas lying within such Co-owner's Unit except as the same may be necessitated by the actions of the Association or any public agency having jurisdiction in which event the Association or the public agency, as the case may be, shall repair and/or replace any landscaping materials disturbed by their respective activities. The Association shall be responsible for the maintenance of the storm drainage system areas.

Section 7. Emergency Vehicle Access Easement. There shall exist for the benefit of Conway Township and other emergency or public service agencies or authorities, an easement over the road in the Condominium for use by the emergency and/or service vehicles of such agencies. The easement shall be for purposes of ingress and egress to provide, without limitation, fire and police protection, ambulance and rescue services, school bus and mail or package delivery, and other lawful governmental or private emergency or other reasonable and necessary services to the Condominium Project and Co-owners thereof. This grant of easement shall not be construed as a dedication of the street, road or driveway to the public.

Section 8. Private Roads. The private roads and related improvements as shown on the Condominium Subdivision Plan and/or installed by the Developer or the Association shall be regularly maintained (including, without limitation, snow plowing), replaced, repaired and resurfaced as necessary by the Association. It is the Association's responsibility to inspect and to perform preventative maintenance of the condominium roads on a regular basis in order to maximize the roads' useful life and to minimize repair and replacement costs. The roads shall be maintained by the Association in such manner as will allow unobstructed access throughout the Condominium. All repairs to the roadway surfaces, sub-base, potholes, subgrades, curb, gutter and storm drainage system shall conform to the Conway Township private road standards and specifications for construction in

effect at the time of the repair. As an absolute minimum standard, road snow plowing by the Association shall take place when accumulated snow measures six (6) inches in depth and snow shall be plowed in such manner that unobstructed access throughout the Condominium is realized; provided, however, that this provision shall not preclude the board of directors of the Association, in its discretion, from establishing a more stringent standard for the plowing of snow.

Neither the Township nor the Board of County Road Commissioners have responsibility for the maintenance and upkeep of the roads within the Condominium Subdivision. If the Association fails to maintain the roads in a reasonable state of repair then the Conway Township, pursuant to its ordinances as made and provided, (if any) may take action to bring the roads up to Livingston County Road Commission Standards and assess the Co-owners for the improvements and an administrative fee in the amount of twenty-five (25%) percent of the total cost.

Co-owners using the roads shall refrain from prohibiting, restricting, limiting or in any manner interfering with normal ingress and egress and use by any of the other Co-owners. Normal ingress and egress and use shall include use by family, guests, invitees, vendors, tradesman, delivery persons, and others traveling to or returning from any of the properties and having a need to use the roads.

Section 9. Unit 3 Signage Easement. The Developer reserves the right to construct an entrance sign designating the name of the site condominium on the area depicted on Exhibit "B" and to plant flowers and plants in the said area. The maintenance of the sign and plants shall be performed by the association and the association and its agents shall have the right of ingress and egress over the easement premises depicted on Exhibit "B" for the purpose of maintaining the sign and plantings.

Section 10. Developer and Association Right to Dedicate a Public Right-of-Way. The Developer reserves the right at any time until the elapse of two (2) years after the expiration of the development and sales period to dedicate to the public a right-of-way over Hidden Circle Drive, Secluded Ridge Drive and Hidden Knoll Court as depicted on Exhibit "B". The Association (upon expiration of the development and sales period and acting through its lawfully constituted Board of Directors) shall be empowered to dedicate to the public the roads as depicted on Exhibit "B". Any such right-of-way dedication shall be evidenced by an appropriate amendment to the Master Deed and to Exhibit "B" hereto, recorded in Livingston County Register of Deeds. All of the Co-owners and mortgagees of Units and other persons interested or to become interested in the Project from time to time shall be deemed to have irrevocably and unanimously consented to such amendment or amendments of this Master Deed to effectuate the foregoing right-of-way dedication and

establishment of a county drain and drainage district and to a release of right-of-way. In conjunction therewith, the Developer or the Association shall have the right to execute an agreement containing terms necessary for the establishment of a county drain and county drainage district pursuant to Section 433 of Act No. 40 of the Public Acts of 1956, as amended and to release and to grant to the Livingston County Drain Commissioner a release of right-of-way describing the route and course of the drain.

If a drainage district is established then the cost of improvement, maintenance, repair and replacement of the Storm Water Drainage System shall be borne by the Secluded Acres Drain Drainage District (to be then formed) who shall assess the Co-owners for the benefit resulting from the work performed by the District. The work and assessment therefore shall be performed pursuant to the Michigan Drain Code. The road right-of-way area shall be a contractable area as defined in the Michigan Condominium Act.

ARTICLE VII AMENDMENT

This Master Deed and the Condominium Subdivision Plan (Exhibit "B" to said Master Deed) may be amended with the consent of sixty-six and two-thirds (66-2/3%) percent of all of the Co-owners except as hereinafter set forth:

Section 1. Modification Of Units Or Common Elements. Unit dimensions may not be modified without the consent of the Co-owner and mortgagee of such Unit and the Township. Neither the nature or extent of Limited Common Elements nor the responsibility for maintenance, repair or replacement thereof shall be modified in any material way without the written consent of the Co-owner and the mortgagee of any Unit to which the same are appurtenant and the Township. However, no additional units shall be created that would utilize individual onsite sewage disposal and/or water supply systems.

Section 2. Mortgagee Consent. Whenever a proposed amendment would materially alter or change the rights of mortgagees generally, then such amendment shall require the approval of sixty-six and two-third (66-2/3%) percent of all mortgages of record, allowing one (1) vote for each mortgage held.

Section 3. By Developer. Prior to one (1) year after expiration of the Development and Sales Period described in Article III, Section 11 above, the Developer may, without the consent of any Co-owner, Mortgagee, or any other person, amend this Master Deed and the Condominium Subdivision Plan attached as Exhibit "B" in order to correct survey or other errors made in such documents and to make such other amendments to such

instruments and to the Bylaws attached hereto as Exhibit "A" as do not materially affect any rights of any Co-owners or mortgagees in the Condominium, including, but not limited to, amendments for the purpose of facilitating conventional mortgage loan financing for existing or prospective Co-owners and to enable the purchase of such mortgage loans by the Federal Home Loan Mortgage Corporation, the Federal National Mortgage Association, the Government National Mortgage Association, the Veterans Administration, the Department of Housing and Urban Development, Michigan State Housing Development Authority or by any other institutional participant in the secondary mortgage market which purchases or insures mortgages. The foregoing amendments may be made without the consent of the Co-owners or mortgagees. However, no additional units shall be created that would utilize individual onsite sewage disposal and/or water supply systems. Provided, however, no amendment shall attempt to affect any approval established or reserved hereunder to the Township or otherwise be contrary to the terms of any Township Ordinance.

Section 4. Change In Percentage of Value. The value of the vote of any Co-owner and corresponding proportion of common expenses assessed against such Co-owner shall not be modified without the written consent of such Co-owner and his mortgagee. Also, the percentage of value assigned to any Unit shall not be modified without like consent, except as otherwise provided in the Master Deed and/or the Bylaws.

Section 5. Termination, Vacation, Revocation And Abandonment. The Condominium may not be terminated, vacated, revoked or abandoned without the written consent of the Developer (during the Development and Sales Period) together with eighty (80%) percent of the non-Developer Co-owners and as otherwise allowed by law.

Section 6. Developer Approval. The provisions of Article VI and Article VII shall not be modified or amended without the written consent of the Developer so long as the Developer continues to offer any Unit in the Condominium for sale and for so long as there remains, under such provisions, any further possibility of construction of residential units on the Condominium Premises. During the time period referenced in the preceding sentence, no other portion of this Master Deed, nor the Bylaws attached hereto as Exhibit "A", nor the Subdivision Plan attached hereto as Exhibit "B" may be amended in any manner so as to materially affect and/or impair the rights of the Developer, unless said amendment has received the prior written consent of the Developer. No easements created under the Condominium Documents may be modified or obligations with respect thereto varied without the consent of each owner benefitted thereby.

ARTICLE VIII
EXPANSION OF CONDOMINIUM
CONTRACTION OF CONDOMINIUM

Section 1. Expansion of Condominium.

(a) Area of Future Development. The Condominium Project, established pursuant to the initial Master Deed may, at the election of Developer, be treated as the first phase of an expandable condominium under the act. Additional phases of the Condominium Project may be established at any time, with Conway Township approval, upon all or some portion or portions of the following described land at the sole discretion of the developer who shall not be required to obtain the consent of the Co-owners of Units to expand the Condominium Project.

Commencing at the Northwest corner of Section 2, T4N-R3E, Conway Township, Livingston County, Michigan; thence South 01°48'44" East 3210.09 feet along the West line of said Section 2; thence South 89°34'43" East 708.32 feet to the Place of Beginning; thence North 00°25'17" East 209.17 feet; thence Northwesterly 302.15 feet along the arc of a 443.00 foot radius non-tangential radius curve to the right, through a central angle of 39°04'43" and having a chord bearing North 25°25'38" West 296.33 feet; thence North 05°53'16" West 171.38 feet; thence South 87°33'24" East 126.50 feet; thence North 36°19'22" East 59.54 feet; thence Westerly 90.69 feet along the arc of a 75.00 foot non-tangential radius curve to the left, through a central angle of 69°16'54" and having a chord bearing South 88°19'05" East 85.26 feet; thence South 32°57'32" East 346.37 feet; thence South 89°34'43" East 444.54 feet; thence South 01°05'49" East 398.98 feet; thence North 89°34'43" West 744.23 feet to the Place of Beginning. Being a part of the Northwest 1/4 of Section 2 and the Northeast 1/4 of Section 3, T4N-R3E, Conway Township, Livingston County, Michigan. Containing 9.09 acres, more or less.
(Symbol * = degrees)

(b) Increase Or Decrease In Number Of Units And Buildings. Any other provisions of this Master Deed notwithstanding, the number of units in the project may, at the option of the Developer and with the approval of the Township, within a period ending no later than six (6) years after initial recording of this Master Deed, be increased by the addition to this condominium of all or any portion of the area of future development and the establishment of units thereon. No unit will be created within any part of the area of future development which is added to the condominium that is not restricted to single family residential uses.

(c) Expansion Not Mandatory. Nothing herein contained will in any way obligate the Developer to enlarge the condominium project beyond the phase established by this Master Deed, and Developer may, in its discretion, establish all or a portion of

the area of future development as a separate condominium project or any other form of development. There are no restrictions on the election of the Developer to expand the project other than as is explicitly set forth herein. There is no obligation on the part of the Developer to add to the condominium project all or any portion of the area of future development.

(d) Amendment to Master Deed and Modification of Percentages of Value. An increase or decrease in size of this condominium project by the Developer will be given effect by an appropriate amendment or amendments to this Master Deed in the manner provided by law, which amendment or amendments will be prepared by and at the discretion of the Developer and in which the percentages of value set forth in Article V hereof will be proportionately readjusted in order to preserve a total value of one hundred (100%) percent for the entire project resulting from such amendment or amendments to the Master Deed. The precise determination of the readjustments and percentages of value will be made within the sole judgment of Developer. Such readjustments, however, will reflect a continuing reasonable relationship, among percentages of value based upon the original method of determining percentages of value for the project.

(e) Redefinition of Common Elements. The amendment or amendments to the Master Deed by the Developer to expand the condominium may also contain such further definitions and redefinitions of general or limited common elements as Developer may determine necessary or desirable to adequately describe, serve and provide access to the additional parcel or parcels being added to the project by the amendment. In connection with any such amendment(s), Developer will have the right to change the nature of any common element previously included in the project for any purpose reasonably necessary to achieve the purposes of this article including, but not limited to, the connection of roadways in the project to any roadways that may be located on or planned for the area of future development, to provide access to any unit that is located on or planned for the area of future development from the roadways located in the condominium project. An amendment to re-define the common elements shall require the approval of the Township.

(f) Use of Park Areas and Private Roads. Regardless of whether Developer elects to expand the existing condominium project or to create a separate condominium project (or projects) or any other form of development, the residents of such future development shall be entitled to use the park areas and private roads of SECLUDED ACRES SITE CONDOMINIUM, but the ability to use the park areas and private roads will also include a responsibility to contribute to the repair, maintenance or replacement thereof, and be subject to the same restrictions and conditions.

(g) Additional Provisions. The amendment or amendments to the Master Deed by the Developer to expand the condominium will also contain such provisions as Developer may determine necessary or desirable.

i. To make the project contractable and/or convertible as to portions of or all of the parcels being added to the project;

ii. To create easements burdening or benefiting portions or all of the parcels being added to the project, and/or;

iii. To create or change restrictions or other terms and provisions affecting the additional parcels being added to the project or affecting the balance of the project as is reasonably necessary in the Developer's judgment to enhance the value or desirability of the units to be located within the parcels being added to the project.

ARTICLE IX
DEVELOPER'S RIGHT TO USE FACILITIES

The Developer, its agents, representatives, employees, successors and assigns may, at all times that Developer continues to own any Units, maintain offices, model Units, parking, storage areas and other facilities within the Condominium Project and engage in such other acts as it deems necessary to facilitate the development and sale of the Project, subject to Township approval. Developer shall have such access to, from and over the Project as may be reasonable to enable the development and sale of Units in the Condominium Project. In connection therewith, Developer shall have full and free access to all Common Elements and unsold Units.

ARTICLE X
DEVELOPER'S ASSIGNMENT OF RIGHTS

Any or all of the rights and powers granted or reserved to the Developer in the Condominium Documents or by law, including the power to approve or disapprove any act, use or proposed action or any other matter or thing, may be assigned by it to any other entity or to the Association. Any such assignment or transfer shall be made by appropriate instrument in writing duly recorded in the office of the Livingston County Register of Deeds.

IN WITNESS WHEREOF, the undersigned has executed this Master Deed on the date indicated.

WITNESSES:

DEVELOPER:
SECLUDED ACRES, L.L.C.

Richard A. Heikkinen
Richard A. Heikkinen

By: Robert J. Burke
Robert J. Burke
Its Manager

Nancy A. Bogardus
Nancy A. Bogardus

STATE OF MICHIGAN]
] ss
COUNTY OF LIVINGSTON]

The foregoing instrument was acknowledged before me this 21st day of June, 2001, by Robert J. Burke, the Manager of Secluded Acres, L.L.C., a Michigan Limited Liability Company, on behalf of the company.

Nancy A. Bogardus
Nancy A. Bogardus
Notary Public
Livingston County, Michigan
My commission expires: 6/26/04

This Master Deed is approved by First National Bank of Howell and by execution hereof the First National Bank of Howell does consent to the dedication of the described property for a condominium subdivision to be known as Secluded Acres Site Condominium.

WITNESSES:

FIRST NATIONAL BANK OF HOWELL

Richard A. Heikkinen
Richard A. Heikkinen

By: Dennis P. Gehring
Dennis P. Gehring
Its Senior Vice President

Nancy A. Bogardus
Nancy A. Bogardus

STATE OF MICHIGAN]
] ss
COUNTY OF LIVINGSTON]

The foregoing instrument was acknowledged before me this 21st day of June, 2001, by Dennis P. Gehringer, the Senior Vice President of First National Bank of Howell, a National Banking Corporation, on behalf of the corporation.

Nancy A. Bogardus

Nancy A. Bogardus
Notary Public
Livingston County, Michigan
My commission expires: 6/26/04

DRAFTED BY & RETURN TO:

Richard A. Heikkinen
THE HEIKKINEN LAW FIRM, P.C. ✓
110 North Michigan Avenue
Howell, Michigan 48843
(517) 546-1434

Conway Township

8015 N. Fowlerville Road
PO Box 1157
Fowlerville MI 48836

Phone 517-223-0358

Fax 517-223-0533



February 10, 2022

MEMO: To Township Board

RE: Office Administrator Salary

Clerk

- Maintains custody of all township records
- Maintains general ledger
- Prepares warrants for township checks
- Records and maintains township meeting minutes
- Keeps the township book of oaths
- Responsible for special meeting notices
- Publishes board meeting minutes (if taxable value is \$85 million in 2018, annually indexed, or a charter township)
- Keeps voter registration file and conducts elections
- Keeps township ordinance book
- Prepares financial statements
- Delivers tax certificates to supervisor and county clerk by September 30
- Must appoint a deputy
- Must post a surety bond

Base salary \$24,743.00 as of April 2020.

Additional duties: Cemetery management for five cemeteries

Payroll

Human Resources/Personnel Manager

Purchasing Agent

Office management: scheduling employees, vendors, etc.

Publishing Planning Commission notices (Planning Secretary's duty),

Track ordinances through process (Planning Secretary's duty)

ZBA notices, Board meeting notices, bid notices, etc.

Creating and Managing Township Budgets (Supervisor's duty)

Preparing and distributing Board meeting packets (Supervisor's duty)

FOIA Coordinator
IT Liaison
Maintain and update Policy and Procedures
Website and Social Media management
Hall Rental Management
Attending monthly clerk's meetings
Attending Trainings to stay current on issues

This list is not meant to be all inclusive. I listed the major duties I perform on a regular basis without compensation. At this time, I am requesting compensation in the amount of \$10,000 annually for these other duties. This breaks down to \$24 per hour for eight hours a week. I average 20 hours per week, and I spend at least half on extra duties.

This should be recorded as an additional salary for performing all the above listed duties in addition to the statutory duties of my elected office. It is not required that any elected official perform any duties outside of their statutory ones.

Comparison to other Officer's Duties and Salaries:

Supervisor: Salary \$21,715

- Moderates board and annual meetings
- Chief assessing officer (if certified)
- Secretary to board of review
- Township's legal agent
- Must maintain records of supervisor's office
- Responsible for tax allocation board budget (Clerk handles this)
- Develops township budget (Clerk handles this)
- Appoints some commission members
- May call special meetings
- May appoint a deputy

Additional Duties: Liaison to the Road Commission, has met with some vendors

Treasurer: Salary \$23,281

- Collects real and personal property taxes
- Keeps an account of township receipts (revenues) and expenditures
- Issues township checks
- Deposits township revenues in approved depositories
- Invests township funds in approved investment vehicles
- Collects delinquent personal property tax
- Responsible for jeopardy assessments in collecting property tax
- Collects mobile home specific tax
- Must appoint a deputy
- Must post a surety

Additional Duties: Sells Dog Licenses

Trustee: Salary 2100

Statutory duties:

- Township legislators, required to vote on all issues
- Responsible for township's fiduciary health
- Other duties as assigned by board

RESOLUTION TO ESTABLISH TOWNSHIP OFFICERS SALARY
Resolutions; #220215-03
Conway Township

WHEREAS, according to MCL 41.95(3), in a township that does not hold an annual meeting, the salary for township employees shall be determined by the township board, and
WHEREAS, the Conway Township Board deems that the office of Office Administrator is warranted

NOW BE IT RESOLVED that as of February 1, 2022 the salary of the Office Administrator, shall be as follows: \$10,000 annually.

This resolution offered by board member:

Supported by board member:

Upon a roll call vote, the following voted:

Pushies:

St. Charles:

Whitt:

D. Grubb:

W. Grubb:

The supervisor declared the resolution adopted. At the Conway Township Board of Trustees meeting held on February 15, 2022

Elizabeth Whitt, Clerk

RESOLUTION TO ESTABLISH TOWNSHIP Planning Secretary per Diem for meetings

Resolution: # 220215-02

Conway Township

WHEREAS, per MCL 41.95(3), in a township that does not hold an annual meeting, the wage Per-diem for Board Members, Board Chairs, Secretaries, Meetings shall be determined by the township board, and

WHEREAS, the Conway Township Board deems that an adjustment in Per-diem wage of the Position of Planning Secretary is warranted.

NOW BE IT RESOLVED that as of February 1, 2022, the Per-diem of the Planning Commission Secretary shall be as follows: \$200.00 Per-diem

This resolution offered by board member

Supported by board member

Upon a roll call vote, the following Voted:

Whitt
St. Charles
Pushies
W. Grubb
D. Grubb

The supervisor declared the resolution adopted. At the Conway Township Board of Trustees meeting held on February 15, 2022.

Elizabeth Whitt, Clerk

RESOLUTION TO ESTABLISH TOWNSHIP Deputy Clerk Nanci Forster Wages

Resolution:# 220215-01

Conway Township

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

WHEREAS, the Conway Township Board deems that an adjustment in wage of Deputy Clerk Nanci Forster, is warranted in consideration of the experience and training she has received.

NOW BE IT RESOLVED that as of November 1, 2021, the Wage of the office of Deputy Clerk Nanci Forster, shall be asfollows: \$22.00 an hour.

This resolution offered by board member Whitt.,

Supported by board member

Upon a roll call vote, the following voted:

Whitt -

Pushies -

St. Charles –

Treasurer Grubb -

Supervisor Grubb -

The supervisor declared the resolution adopted. At the Conway Township Board of Trustees meeting held on February 15, 2022.

Elizabeth Whitt

Conway Township

8015 N. Fowlerville Road
P2/O Box 1157
Fowlerville MI 48836

Phone 517-223-0358

Fax 517-223-0533



Motion Form

I move that:

We make the following budget amendments: Increase Board of Review Salaries by \$1500; Increase Internet & Phones by \$7000; Increase Parking Lot by \$2500; Increase Capital Improvement by \$35000; Increase Cemetery Salaries by \$2500; Increase Planning & Zoning Salaries by \$4000 and Training by \$900.

We

Maker Name: Elizabeth Whitt

Maker Signature

Date 2/9/22

Seconded: YES NO (Please Circle One)

Disposition:

Adopted

Postponed Indefinitely:

Amended

Referred to:

Postponed to:

Laid on the Table

Withdrawn

Notes:

**RESOLUTION TO ALLOW RESIDENT TAXPAYERS
TO PROTEST TO BOARD OF REVIEW IN WRITING**

Resolution No. 220215-04

Conway Township

WHEREAS, the General Property Tax Act, MCL 211.30(4), allows a nonresident taxpayer, by right, to file an appeal with the Board of Review by letter without having to appear personally, stating that “[a] nonresident taxpayer may file his or her appearance, protest, and papers in support of the protest by letter, and his or her personal appearance is not required.”

WHEREAS, resident taxpayers may likewise present their appeal by letter without a personal appearance but only if the Township has taken certain steps to allow it.

WHEREAS, MCL 211.30(8), outlines those steps, stating that “[t]he governing body of the township or city may authorize, by adoption of an ordinance or resolution, a resident taxpayer to file his or her protest before the board of review by letter without a personal appearance by the taxpayer or his or her agent. If that ordinance or resolution is adopted, the township or city shall include a statement notifying taxpayers of this option in each assessment notice under section 24c and on each notice or publication of the meeting of the board of review.”

WHEREAS, the Board wishes to allow such protest appeals by residents to be filed by letter and without personal appearance by the taxpayer in order to ease the burden on taxpayers, the assessor and the Board or Review, and to ensure that all taxpayers have an equal opportunity to be heard by the Board of Review.

NOW, THEREFORE, BE IT RESOLVED that:

1. The Conway Township Board of Review shall receive letters of protest regarding assessments from resident taxpayers from the first Tuesday in March until it adjourns from the public hearing for which it meets to hear such protests in accordance with the provisions of MCL 211.30(8) of the General Property Tax Act.
2. Letters from both residents and nonresidents may include those delivered in person or by mail to Conway Township, 8015 N. Fowlerville Road, Fowlerville, MI 48836 or by email to clerk@conwaytownship.com. The letter or email must arrive at the Township by 6 p.m. on March ____, 2022.
3. All notices of assessment change provided to taxpayers and all notices, publication, or other advertisement of the Board of Review meetings must include a statement notifying taxpayers of their option to protest by letter without a personal appearance by the taxpayer or their agent.
4. The allowance and direction of this Resolution shall continue until otherwise directed by the Board in a subsequent resolution or ordinance. Subsequent year due dates for receipt of letter protests shall be set by the [Conway Township Clerk](#).

The foregoing resolution offered by Board Member _____.
Second offered by Board Member _____.

Upon roll call vote the board members voted as follows:

Grubb, B:

Whitt, E:

Grubb, D:

Pushies, G:

St. Charles, A:

The Supervisor declared the resolution adopted at a regular meeting of the Board of Trustees held on February 15, 2022.

Elizabeth Whitt, Clerk

Allan's Tree Service LLC

9220 W Grand River
Fowlerville MI 48836

Phone # 517-404-4702 allanstreellc@gmail.com

Estimate

Date	Estimate #
1/27/2022	164

Name / Address
Conway Township Elizabeth Whitt 8015 N. Fowlerville Rd Fowlerville, MI 48836

Project

Description	Qty	Rate	Total
remove trees and bushes marked around cemetery		0.00	0.00
clear all trees along fence and inside property line		4,500.00	4,500.00
grind stumps best of abilities			
Total			\$4,500.00

GREATLAKES OUTDOOR SOLUTIONS

417 s grand ave Fowlerville, MI 48836
Phone. 248-513-0196
248-513-0196
Greatlakes112@yahoo.com

ESTIMATE

EST0044

DATE

01/18/2022

TOTAL

USD \$10,400.00

TO

Conway Township

☎ 5172230358

📠 5172230533

Deputyclerk@conwaytownship.com

DESCRIPTION	RATE	QTY	AMOUNT
Clearing and stump grinding along Fence line of antrum cemetery	\$8,000.00	1	\$8,000.00
cut and removal of all scrub trees around headstones	\$1,500.00	1	\$1,500.00
Grass seeding Fence line and all areas around headstones that scrub trees were removed	\$900.00	1	\$900.00
TOTAL			USD \$10,400.00



NATURE'S OUTDOOR SOLUTIONS, LLC

TREE REMOVAL ESTIMATE

P.O. Box 4414
Flint, MI 48503
(810)618-1697

Email: naturesoutdoorsolutionsmi@gmail.com

BIG OR SMALL - WE DO IT ALL

Date: 1/14/22

Customer Name: CONWAY TOWNSHIP

Address: 7491 Lovejoy Road

City: Fowlerville State: MI Zip Code: 48836

Phone Number: (517) 223-0358 Email Address: CLERK@CONWAYTOWNSHIP.COM

Tree Removal:

Complete Removal

Leave Wood

Do Not Clean Up

Stump:

Regular with a 6" - 12" Depth

Foundation 24" Depth

Remove All Chips and Debris

Replace Top Soil and Reseed Soil

Description of Tree Removal Project: As discussed we will remove all saplings and bushes and trees along fence line and inside the property. We will grind as many stumps as possible (over 60) and remove all debris including the debris pile to the left. We will chip everything up. We will also trim some of the lower hanging trees as well to help clean it up. Job will take 3 to 5 days to complete.

Tree Removal Cost	\$ 5,500. ⁰⁰
Stump Work Cost	\$ 1,250. ⁰⁰
Handling and Dump Fee	\$
Equipment	\$
Total Estimated Cost	\$ 6,750.⁰⁰

I have (2) locations my second location where I reside is 7490 S. Reed Rd. Durand MI. We look forward to working with you.

Customer's Signature: _____ Date: 1/14/22

The price and specifications are hereby accepted. Nature's Outdoor Solutions, LLC is authorized to perform the work as specified. Payment for services rendered will be upon completion of work. 1.5% per month (18% per annum) will be charged on all over due invoices. I have read and accept the general conditions on the back side of this form.

Payment to be made as follows: Upon completion of job and your satisfaction

Estimator's signature: [Signature] (owner) Scott C. McLary 1-14-22

NOTE: This estimate may be withdrawn by Nature's Outdoor Solutions, LLC if not accepted within 30 days.

GREATLAKES OUTDOOR SOLUTIONS

417 s grand ave Fowlerville, MI 48836
Phone. 248-513-0196
248-513-0196
Greatlakes112@yahoo.com

ESTIMATE

EST0045

DATE

01/18/2022

TOTAL

USD \$450.00

TO

Conway Township

☎ 5172230358

📠 5172230533

Deputyclerk@conwaytownship.com

DESCRIPTION	RATE	QTY	AMOUNT
Lawn service for 2022 season 5 cemeteries and town hall includes mowing - weed whipping - blowing - edging	\$450.00	1	\$450.00
TOTAL			USD \$450.00

911

Rescue Me Pure LawnCare

Custom Care With Compassion

Specializing in Cemetery & Community Lawn Care Services

- Spring, Fall, Mother & Father's Day, 4th Of July, Memorial Day Cleanup
- Lawn Mowing Once 3.5 inches of Depth Is Reached (not more than once very 7days) @ All Locations
- Spring Lawn Rolling @ If Needed All Locations
- Brush and Garbage Pickup @ All Locations
- Weed Control @ All Locations
- Headstone and Tree Grass Trimming @ All locations
- Leaf and Grass Clipping Removal @ All Locations
- Hedge and Manageable Tree Trimming @ All Locations



5110 E. Exchange Rd
Bancroft Mi 48414



517-673-3989



chickenmanffa@yahoo.com

Bid for Conway Township Hall and Cemetery Properties

Lawn care services start April 1st 2022 at all locations. All-inclusive mowing services provided will be as needed and or pending weather conditions until October 31st. Services provided will be paid to Rescue Me Pure LawnCare LLC.

Contracted Agreement April 1st 2022 through October 31st 2022 season mowing, spring lawn rolling as needed, trimming, driveway and sidewalk edging as needed, trash pickup, weed removal, branch removal, spring and fall cleanup and holiday cleanups weather permitting.

- Township Hall
- Antrim/Fuller Cemetery/1488 plots
- Benjamin Cemetery/900 plots
- Coughran Cemetery/989 plots
- Klein Cemetery/84 plots
- Miller Cemetery/545 plots

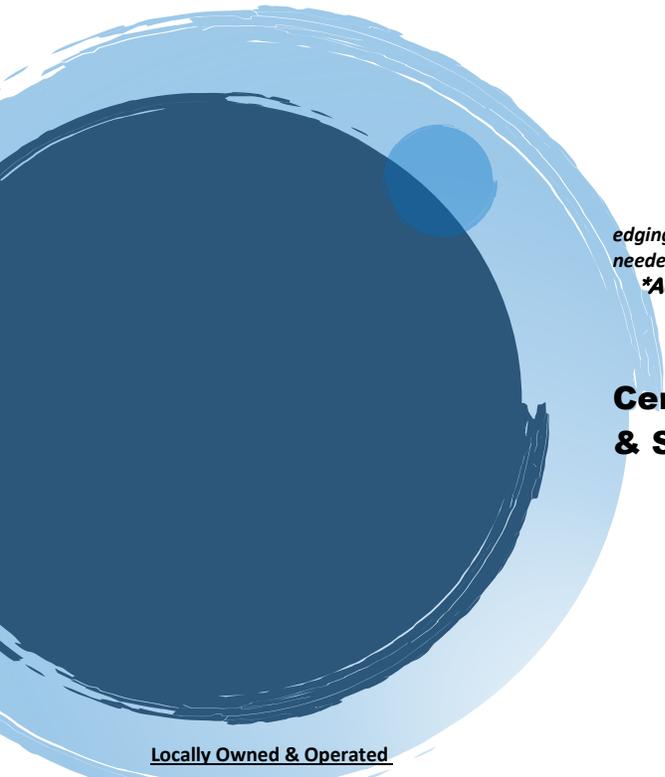
*Rescue Me Lawn care LLC, is currently working to provide the best possible services but we along with other businesses have been faced with increased economic cost such as fuel, equipment and supplies.

2022 Bid for All Services \$17850.00 (7) monthly payments of \$2550.00

Or

2022 Bid for All Services Prepaid \$17000.00 (savings of \$850.00)

2021 presented the wettest year in 14 years. We continue to manage the covid19 pandemic, Rescue Me Pure Lawn care is committed to keeping the public safe and ourselves by implementing safety procedures to our services which allow for social distancing, limited exposure to the public and the use of proper P.P.E. Rescue Me Pure Lawn care LLC. is committed to servicing your community cemetery if our bid is selected. *Our goal is to provide a worry-free service, all-inclusive on time weekly inspections from spring cleaning, grass maintenance, debris removal,*



edging of any sidewalks or driveways, small tree removal, fall cleanup and much more as needed weather permitting.

**Addition to service with 24/48 hour's notice we'll come out and reservice the area around a burial plot prior to a funeral service at no additional cost.*

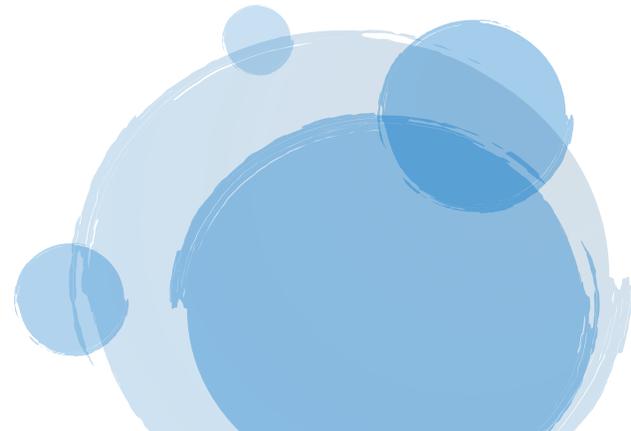
Cemeteries Is What We Take Pride In & Specialize In

Locally Owned & Operated

Owner Anthony Karhoff

All documents will be provided once bid is selected to finalize liability paperwork

All equipment has been purchased locally and will be serviced locally



Fowlerville Community Schools

7677 W. Sharpe Road, Suite A • Fowlerville, MI 48836

January 31, 2022

Ms. Elizabeth Whitt
Conway Township Clerk
P.O. Box 1157
Fowlerville, MI 48836-1157

Dear Ms. Whitt,

Section 1(f) of the Community Recreation Agreement requires approval of the recreation budget by the majority of governmental units. I have attached the proposed 2022-2023 recreation budget that was discussed at the January 26, 2022 annual meeting.

Please present this budget information to your board/council. After your board/council has voted on the budget, please take a few minutes to complete the attached form and return it to me along with a copy of the minutes from the meeting at which the vote took place. It would be greatly appreciated if you could reply by March 31, 2022.

Thank you for your continued support.

Sincerely,



Lauri Coe, FCS
Financial Director

Enclosure

RECREATION BUDGET -- CURRENT AND PROPOSED

	2021-2022 Current Budget		2022-2023 Proposed Budget
SAL RECREATION DIR	\$48,808.00	4% increase	\$50,258.00
C/S ASSIST SUPERV/REC	\$25,386.00	to \$16.00 /hr	\$28,940.00
SAL OTHER STAFF/REC	\$33,876.00		\$33,876.00
CUSTODIAL OVT/REC	\$2,800.00		\$2,800.00
SAL FIELD MAINT/REC	\$2,040.00		\$2,040.00
LIFE INSURANCE/REC	\$55.00		\$55.00
LONG TERM DISABILITY	\$360.00		\$360.00
MESSA HLTH/REC	\$14,300.00		\$14,300.00
DENTAL/REC	\$1,500.00		\$1,500.00
VISION/REC	\$330.00		\$330.00
RETIREMENT/REC	\$17,140.00	Estimated	\$17,200.00
RETIRE CUSTODIAN/REC	\$784.00		\$784.00
RETIRE FLD MAINT/REC	\$571.00		\$571.00
FICA/RECREATION	\$5,887.00	Estimated	\$5,950.00
FICA CUSTODIAN/REC	\$214.00		\$214.00
FICA FLD MAINT/REC	\$156.00		\$156.00
W/C-REC	\$1,100.00		\$1,100.00
MISC CONTRACTED/REC	\$6,640.00		\$6,640.00
CONTRACTED OFFICIALS	\$9,700.00		\$9,700.00
CONTR'D INSTRUCTOR/REC	\$1,112.00		\$1,112.00
CELL PHONE/REC	\$360.00		\$360.00
POSTAGE/REC	\$400.00		\$400.00
ADVERTISING/REC	\$150.00		\$150.00
WATER&SEWER/REC	\$225.00		\$225.00
EQUIP REPAIR/REC	\$700.00		\$700.00
GAS/450 N HIBBARD/REC	\$550.00		\$550.00
ELEC/450 N HIBBARD/REC	\$525.00		\$525.00
ELEC/SCHOOL GYMS/REC	\$1,000.00		\$1,000.00
OFFICE SUPPL/REC	\$1,000.00		\$1,000.00
COMPUTER SUPPL/REC	\$300.00		\$300.00
FIELD MAINT SUPPL/REC	\$2,485.00		\$2,485.00
OTHER SUPPLIES/REC	\$11,000.00		\$11,000.00
CONCESSION SUPPL/REC	\$6,500.00		\$6,500.00
PROGRAM UNIFORMS/REC	\$42,836.00		\$42,836.00
PROGRAM EQUIP/REC	\$21,462.00		\$21,462.00
DUES & FEES/REC	\$14,131.00		\$14,131.00
RECREATION REFUNDS	\$5,000.00		\$5,000.00
COPY MACH LEASE/REC	\$500.00		\$500.00
Project Programs Expense	\$281,883.00		\$287,010.00
Projected Program Revenue	\$168,080.00		\$168,080.00
Projected Net Cost	\$112,701.00		\$118,930.00
Total Increase/(Decrease)for Proposed Budget			\$6,229.00

FOWLERVILLE RECREATION

7677 W. Sharpe Rd. Ste. A
Fowlerville, Michigan 48836
(517) 223-6477

January 12, 2022

Conway Township
Bill Grubb
Brande Nogafsky
Elizabeth Whitt

The amount due from the Conway Township for the January billing of 2021-2022 Recreation Program is \$5,239.12. Due by February 28th.

Please make check payable to Fowlerville Community Schools and remit to:

Fowlerville Recreation
Attn: Cheryl Dixon
7677 W. Sharpe Road Ste. A
Fowlerville, Mi. 48836

Thank you.

Sincerely,

Cheryl Dixon
Recreation Supervisor

Access Control Quote Proposal

February 7, 2022



Conway Township Office

Elizabeth Whitt
County Clerk
Conway Township
8015 N Fowlerville Rd.
Fowlerville MI 48836
United States of America



Complete System Integration
Building Automation Systems
Access Control
Video Surveillance
Fire Alarm
HVAC & Lighting Control

Martin Holmes
Regional Sales Manager
15559 Old US 27
Lansing, MI 48906
517-372-1130 ext 1303
Marty.Holmes@knightwatch.net



PROPOSAL



Dear Elizabeth,

It's our pleasure to present you with a proposal for installing a 4-door access control system in the Conway Township office building.

We at Knight Watch appreciate the opportunity to submit a proposal for your consideration. Moreover, we would like to demonstrate why we believe our company is uniquely situated to provide the highest level of service and support for your customer.

OUR HISTORY.

Knight Watch began in 1994 by Eric and Aaron Lindsley in Battle Creek, Michigan. Due to our commitment to providing the best possible solutions and satisfying customers, we have continued to expand our operations. We now serve customers across the United States and in 22 countries.

Kalamazoo-HQ Office: 3005 Business One Dr. Kalamazoo, MI 49048 | **Grand Rapids Office:** 859 West River Center Dr. NE Comstock Park, MI 4932 | **Lansing Office:** 15559 Old U.S. 2.7. Lansing, MI 48906 | **Detroit Office:** 19 Clifford St. Detroit, MI 48226 | **Troy Office:** 1260 Rankin Dr. Suite G Troy, MI 48084

WE SIMPLIFY COMPLEX BUILDINGS SO OUR CUSTOMERS CAN RESPOND FASTER AND GET HOME ON TIME.

When is the last time you downloaded an instruction manual for an app on your phone? That is our philosophy when designing systems – to integrate access control, video surveillance, security, HVAC, power and more into one system that requires no training or instruction manuals. We believe everything users need to operate their facilities should be only 2 clicks away. Knight Watch developers make the above happen.

WE ARE A TURNKEY SOLUTIONS PROVIDER TO BETTER SERVICE OUR CUSTOMERS.

We are a one-stop-shop for solutions that make buildings more secure, efficient and comfortable. From design and planning to installation and service, we offer electricians and low voltage cabling to engineering, full stack software development, IT support, project management, programmers, and third-party commissioning services for the following systems:

- Access Control
- Video Surveillance
- Security Systems
- Fire Systems
- HVAC Controls
- Building Automation
- Lighting Controls
- Visitor Management



PROPOSAL



THE KNIGHT WATCH EXPERIENCE

Knight Watch has partnered with many large, multi-site clients on projects and services. Below are a few of our references for you to review:

KNIGHT WATCH REFERENCES

- 1. Ottawa County** | Blake Upright | Interim Facility Director | 616-738-4874 | bupright@miOttawa.org | Project Description: Knight Watch partnered with Ottawa County for county-wide upgrades completed on their existing DSX Access Control System. We are currently working with them on a campus-wide access control upgrade project.
- 2. The City of Wyoming** | Pat Firestone | Director of Information Technology | 616-249-3404 | firestonep@wyomingmi.gov | Project Description: Knight Watch partnered with The City of Wyoming for three Avigilon Site Conversions and continued maintenance on their systems as needed.
- 3. Stryker** | Tom Hemingway | 269-389-3750 | tom.hemingway@stryker.com | Project Description: Knight Watch partnered with Stryker for their new World Head Quarters located in Kalamazoo. Knight Watch installed an Avigilon Video Surveillance System with Avigilon ACC graphics, Easy Lobby visitor management, Code Blue Emergency Stations, Push Buttons for emergency assistance, as well as other integrations.
- 4. Spectrum Health** | Luke Thomas | Luke.Thomas@spectrumhealth.com | 616-391-0543 | Description: Knight Watch provides and services all Spectrum Health's Security needs. We have completed multiple installations for new and existing facilities.
- 5. Bronson Health** | Alan McConnell | Facility Security System Analyst | 269-341-8114 | MCONNEA@bronsonhg.org |



SYSTEM GALAXY SOFTWARE SOLUTIONS

The screenshot displays the System Galaxy software interface, which is used for managing access control systems. The interface is divided into several sections:

- Personal Information:** Includes fields for Address 1 (1126 Sentinal Blvd.), Address 2 (Suite 201), City (Renton), State (Washington), Zip Code (606998), and Home Phone (800-845-6600).
- Contact Information:** Includes a "Main Photograph" field with a photo of a woman and a "Contract Coordinator" field.
- Access Privileges:** A section for "Access Privileges" with tabs for "Elevator Floors" and "Notes". It shows "Unauthorized for Readers" (Accounting Area, IT / Server Room) and "Authorized for Readers" (Lobby Entrance, Side Entrance, Staff Parking, Visitor Reception).
- User Settings:** Includes checkboxes for "Inactive", "Trace Enabled", "Forward to Time Attendant", "Has Physical Disability", "VIP", and "Has Vertigo".
- Access Control Settings:** Includes fields for "Loop" (Main Building), "Number" (1), "Name" (Normal Access), "Crisis Mode" (Normal Access), "Activation Date & Time" (1/1/2011 12:00:00 AM), and "Expiration Date & Time" (11/5/2012 11:59:59 PM).
- Schedules:** A "System Galaxy - Schedules" window is open, showing a schedule for "Elevator Lobby" with a grid for "Sundays" and "Mondays".

ACCESS MANAGEMENT

System Galaxy's complete selection of access-control features and reports are essential to managing access. Selectively use the features you need and tailor them to suit any combination of simple or complex security situations. All access control features perform seamlessly inside System Galaxy's easy-to-use software environment.

Import • Schedule • Control

Import / Export: System Galaxy provides time-saving tools that simplify the task of importing people and cards into the Galaxy database. Galaxy can import and export data to and from personnel systems including SAP, PeopleSoft, and Man Power.

Cardholders: Galaxy offers extensive user-intuitive options for enrolling and managing cardholders and their credentials. You can enroll multiple cards and biometric credentials for each cardholder. You can independently control card behaviors and access privileges. It's easy to add the photographs, badges, and data that pertain to each cardholder and their role with your organization. System Galaxy provides numerous data types that make it simple to manage credentials and access privileges, as well as control report filtering.

Schedules: A click-and-drag interface with color-coded time intervals makes creating a time schedule easy to understand and do. Special days and holidays can be assigned to any schedule, and they can be uniquely configured with their own active/inactive times.

Access Rules: System Galaxy provides the ultimate flexibility in creating simple or complex access rules. Apply them to doors or personnel in a grouped or individual manner.

Personal Doors: Galaxy's 'Personal Doors' feature allows people to be independently assigned to doors when a unique set of privileges is needed. Use in combination with access groups and profiles to quickly add doors to an existing cardholder. Or use the feature by itself to provide the simplest access privilege. This feature includes a convenient filtering utility that lets the operator quickly locate the right door no matter how large your facility is.

Time & Attendance: Galaxy's time & attendance feature reports personnel attendance and hours worked in any size organization.

Reports: Track and analyze personnel and operator activity with Galaxy's extensive selection of reports. These include alarm, door and card activity, who's-in/roll-call, auditing and many more. Powerful utilities allow the administrator to query data selectively, configure and save unique report filters for future use. All reports can be quickly generated for fast online viewing and printing

System Operator Privileges

Galaxy offers a rich set of filters and privileges that can be assigned in any combination. You can easily control which screens and features each operator can see or use on an individual basis. This way can create unique boundaries for operators who serve different roles and ranks; like security officers, badging operators, and administrators. Also you can manage login and password renewals with finite control.

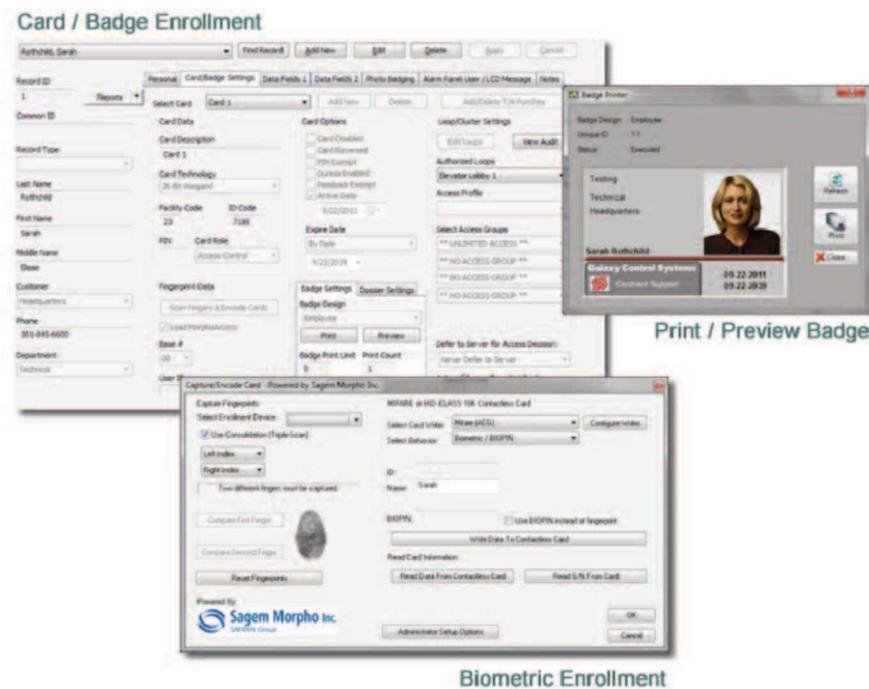
CREDENTIAL MANAGEMENT

System Galaxy offers a versatile credentialing solution that combines card enrollment, biometric identification, photo-capture & ID badging, and visitor management capabilities. Provide the added security and safety your organization desires by choosing from any combination of credentialing features.

Capture • Design • Identify

Card / Badge Enrollment: The operator performs card enrollment, credential management, and badge printing from the same screen.

Biometric Enrollment: Galaxy integrates fully with the foremost biometric technologies, providing the capability to capture, compare, encode and load finger templates within System Galaxy. And Galaxy provides any combination of identification (1:1) and authentication (1:n), and is able to store biometric data in the reader and/or on the smart card.



Supported Technologies Include:

STANDARD CARDS

- Proximity 125KHz
- Barcode
- Magnetic Stripe

SMART CARDS

- HID® iClass®
- MIFARE®
- MIFARE DESFire™
- MIFARE DESFire™ EV1

US GOVERNMENT COMPLIANT

- HSPD-12 & FIPS 201 Compliant
- FICAM Approved APL Certification Numbers: 10060, 10083, 10084, 10097, 10098
- PIV, PIV-II, TWIC cards
- CAC-Legacy, Transition, Endpoint
- DICAP Certification

System Galaxy supports credentials under one user record.



Proposal#EST008044

Proposal Date: 2/2/2022

Customer: CONWAY TOWNSHIP
Project: 4-Door Galaxy Access Control System
Work Site: 8015 N FOWLERVILLE RD
FOWLERVILLE, MI 48836

Prepared By: Holmes Marty
Bill To: CONWAY TOWNSHIP
8015 N FOWLERVILLE RD
FOWLERVILLE, MI 48836

Dear Elizabeth Whitt,

Thank you for the opportunity to quote your access control project.

SCOPE OF WORK

Install a 4 door Galaxy access control system with 1 exterior door and 3 interior doors. The exterior door will be connected to the ADA door opener.

QUOTE ASSUMES

- 1) A separate computer or office computer on the network will be provided to install the Galaxy software and database.
- 2) Work to be complete during standard business hours Monday to Friday 8am to 5pm.
- 3) Power will be available at the location of the Galaxy panel install.
- 4) IT contact for Conway Township will provide IP address and network connection for the access control panel.

Quantity	Description
1.00	SG Professional Up to 8 Readers with first year so
25.00	Prox Key Ring Tag
1.00	Includes Medium Controller Box; CPU; 2 DRMs & 2 po
2.00	12VDC - 7AH Battery
3.00	P-300-HA: Cascade Proximity Reader
1.00	Mullion Mount Reader with Keypad
1.00	This industrial Magnetic Lock features low energy consumption, silent continuous duty operation and
1.00	1/4" Drop Down Plate - 600 Series Maglocks
1.00	5/8" Drop Down Plate - 600 Series Maglocks
3.00	Electronic Strike - Complete Pack - Stainless Finish - up to 5/8" Latchbolt
4.00	1" recessed with 1 switch, 1 closed loop - BROWN - Fire Rated
4.00	The DS160 Series consists of the DS160 Detector (light gray) specifically designed for Request-to-ex
4.00	Light Grey Trim Plate for DS-150 & 160 Rex Motion Sensor
1.00	Programmable Logic Module W/3 Relays, 12/24VAC/DC
1.00	Relay, DPDT, blade, indicator light, 24 VDC coil voltage
1.00	Relay Base - DPDT - DIN Rail Mountable - for RH2B DPDT Relay
500.00	Composite - Spool - Plenum - Yellow - 22AWG/6C SH - 22AWG/2C - 22AWG/4C - 18AWG/4C - 500'
200.00	Labor to pull cable (per foot)
1.00	Project Materials, Installation Hardware and Consumables

1.00 Freight Charges

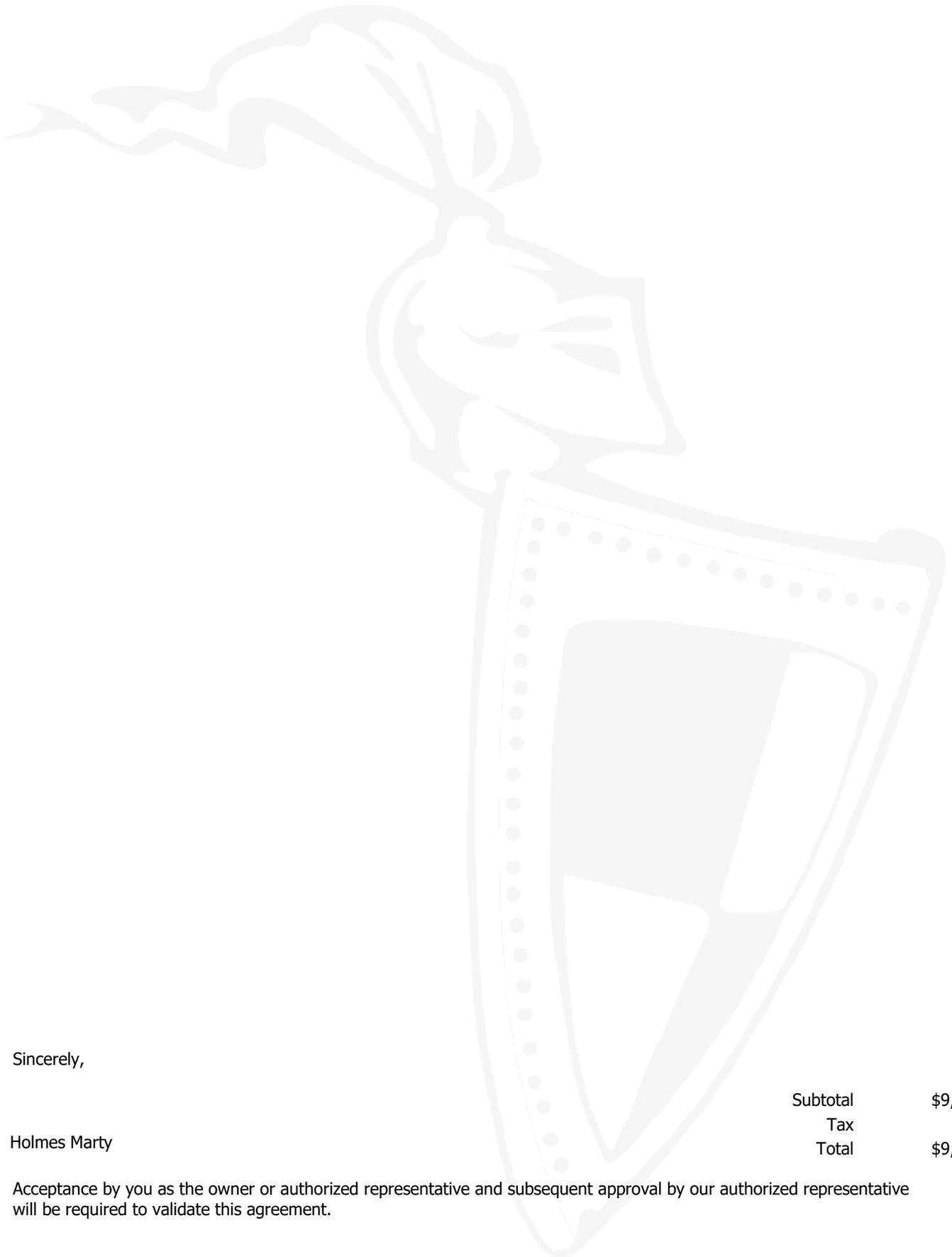
2.00 Engineering

4.00 Project Management

32.10 Installation

3.00 Programming





Sincerely,

Holmes Marty

Subtotal	\$9,133.19
Tax	\$0.00
Total	\$9,133.19

Acceptance by you as the owner or authorized representative and subsequent approval by our authorized representative will be required to validate this agreement.

Customer Signature: _____

Date: ____/____/____

Statement of Work and Responsible Parties	N/A	Client	KWI	SUB
Sow Access New System	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Elizabeth Whitt, 517-223-0358 ext 103, 517-225-9499 cell, clerk@conwaytownship.com	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
IT Contact TBD prior to scheduling install	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Facility Manager TBD prior to scheduling install	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
As-Builts Required	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Remote Parking	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Site Check In - Elizabeth Whitt	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Install Hours Restricted - 9-3 Tuesday and Wednesday	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Project Phasing <Describe how is project phased>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Man Lift / Lift Truck <Approximate Height> <Terrain> <Conditions>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Electrical <Contractor> <Relationship to Project>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Electrical permits <Local> <State>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Rough In <Contractor> Style <Conduit Wire Mould Beam Clamps> <Vertical Horizontal Both>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Fire Stopping <Approved brand>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Tenting <Method>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Cabling - KWI will be pulling all required cable	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Cable certification <Contractor>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Special cable requirements <Brand> <Color> <Locations>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Forbidden Cable <Brands> <Types> <Colors>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Pull to device - KWI	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Access control panel - 4-door Galaxy System installed in Utility room off main hall	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Readers: 1 reader with number keypad, and 3 standard readers	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Locking Hardware Provided By KWI	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Door Hardware Terminated By: KWI	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Credentials	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Graphics <Standard> <Special>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Custom Programming <Describe>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Database Server - customer to provide a basic Windows 10 machine for Galaxy database	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Workstations - Client software to be installed on 1 office computers	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Client License - 1st year Galaxy software provided	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Muster Reporting - not at this time	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Time & Attendance - not at this time	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Visitor Management - not at this time	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Kiosk Workstation <Specifications> <Locations>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Network provided by customer's IT	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Network Type <VLAN Y/N> <VPN Y/N> <Static or DHCP>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Poe switch availability - The Galaxy panel will need to be conected to the local network by IT	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Remote Connectivity <2 factor Y/N> <Type Team Viewer/RDP/Log me in/Teams>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Network Cabling <Provided By>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Network certification <Certifying entity>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Network terminations	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Head end patch cables <QTY> <Specification> <Manufacturer> <Length>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Device patch cables <QTY> <Specification> <Manufacturer> <Length>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Fiber Installation <Locations> <Single Mode/Multimode/Micron 50/Micron 62.5>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Fiber Certification	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Fiber terminations	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Fiber LIU Head end <location(s)> <Head end panel type> <Head end connector type>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Fiber LIU Device <location(s)> <device panel type(s)> <device connector type>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

General Terms and Conditions

Accounting:

Proposals are valid for 30 days

Sales and Use Taxes are not included unless specifically itemized on this proposal

60% mobilization shall be billed and due based upon the payment terms of this proposal

All payments shall be made within 30 days of invoice

Installation to occur during normal business hours: Monday-Friday, excluding holidays unless stated as part of this agreement

Customer Cabling:

Unless specifically stated as part of this agreement customer shall furnish and install all cabling required to complete this project. All cabling shall be run to the termination point of each device. All cabling shall be tested and certified by customer. All cabling shall be labeled at each end based on acceptable naming convention. Any time required by KWI to correct, troubleshoot, repair, label, reprogram software or repair equipment in relation to incorrect cabling or labeling shall be billed to and paid for by customer.

Existing Cabling:

Unless specifically stated as part of this agreement any cabling found to be deficient, inoperable, defective or does not meet the desired performance of the system being installed as part of this proposal shall be replaced with acceptable cable at sole expense of customer. Any time incurred by Knight Watch to troubleshoot, repair, replace, label and or correct deficient cabling or labeling shall be at the sole expense of customer.

Rough In:

Unless specifically stated as part of this agreement all rough in, raceway, penetrations, penetration sealing, back boxes, conduit and/or wire mold shall be provided by others. Costs associated are NOT included in this proposal. All rough in shall meet requirements of local AHJ.

Electrical:

Unless specifically stated as part of this agreement all electrical work and material required for the successful operation of the system in this proposal shall be provided by others. Any costs to troubleshoot, repair, upgrade or change electrical to meet the desired operation of the equipment in this proposal shall be at the sole expense of the customer. Knight Watch accepts no liability for electrical work unless specifically stated in this proposal.

Customer Furnished Network:

All network engineering, hardware, software, firmware, cabling, fiber, wireless and configuration to meet the intended operation of the system shall be the responsibility of the customer unless specifically stated as part of this agreement. KWI shall not incur any expense and customer shall pay Knight Watch for all expenses to repair, configure, troubleshoot or engineer a solution to meet desired operation or performance related to network hardware, software, firmware or configuration.

Customer Furnished Servers, PCs, Tablets and Phones:

All customer furnished computer hardware, software, firmware and operating systems shall meet recommended standards provided by KWI. Minimum recommended standards from manufacturers shall not be acceptable. Any and all expenses incurred by KWI to troubleshoot, replace, repair and or engineer to bring into compliance or to achieve intended system operation shall be billed to and paid by customer. KWI shall not incur any expenses of labor, material or licensing to bring non-compliant hardware, software, firmware or operating systems into compliance.

Third Party Equipment and Controls:

All third-party equipment shall be in good working condition and meet the desired need of customer. All third-party equipment and controls, programming, configuration, commissioning, testing, training and documentation shall be provided by others unless specifically stated as part of this proposal. Knight Watch shall accept no liability for third party equipment and controls. All time required by Knight Watch or Knight Watch representative to troubleshoot, configure, restart, program, engineer and or document third party equipment and or controls is not included in this proposal. Knight Watch shall not provide training for third party equipment unless specifically stated in this proposal.

Interconnection to Fire Alarm:

Fire alarm contractor shall furnish and install all necessary equipment, connections and terminations to the system(s) in this proposal. All work shall be done in accordance of local AHJ. Unless specifically stated in this agreement all cabling and/or equipment required are the responsibility of the customer and fire alarm contractor. Knight Watch accepts no

liability for fire alarm system, fire alarm engineering or fire alarm interconnection and or operation. All charges and expenses related to fire alarm interconnection shall be the sole responsibility of the customer and fire alarm contractor.

Elevator Control and Integration:

The elevator contractor is responsible for any and all elevator related equipment installation, inputs and or outputs required to complete this project. All costs from elevator contractor are NOT included in this proposal.

Unless specifically stated as part of this agreement the following items are not included:

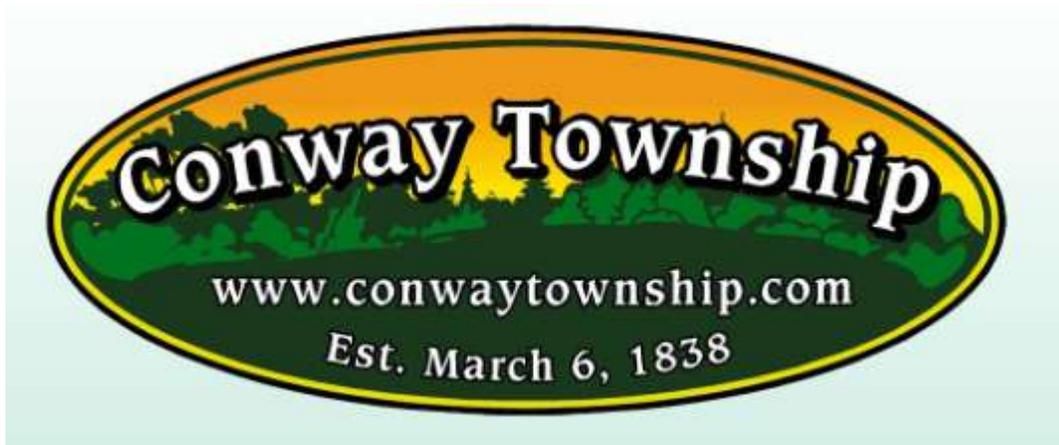
Lift Rental, tenting, automatic door controls, manufacturer provided HVAC Controls, project phasing, mid project startups, project phasing, renaming or labeling of equipment, re-programming or upgrading of software or firmware. Knight Watch assumes no liability or expense related to third party supplied equipment related to any system Knight Watch or representative of Knight Watch interfaces or connects to.

Asbestos:

KWI, its employees, subcontractors and or suppliers are not liable or responsible for asbestos abatement, removal, or any other costs associated with asbestos at the facility. Any costs incurred for asbestos penetrations, sealing, removal, abatement, training, or any other costs shall be the sole responsibility of the building owner. Knight Watch, Inc. its employees, suppliers, or subcontractors assume no liability whatsoever from asbestos found, disturbed, removed, or abated at the facility by KWI, its employees or any other entity or individual. All expenses, fines or fees related to asbestos shall be the sole responsibility of the customer.



TECHNOLOGY @ YOUR SERVICE
Conway Township Access Integrated Access & Intrusion Proposal R1.docx 1/10/2022



8015 N Fowlerville Rd, Fowlerville, MI 48836

**SUPPLY & INSTALL ACCESS CONTROL &
INTEGRATING THE EXISTING INTRUSION SYSTEM WITH
3RD PARTY MONITORING.**

PROPOSAL#: 22010031R1

**Submitted by: MICKY BULLOCK
Submitted January 11th, 2022**



TECHNOLOGY @ YOUR SERVICE

Conway Township Access Integrated Access & Intrusion Proposal R1.docx 1/10/2022

Overview

We are pleased to present this proposal to Furnish, and Install of the Gallagher Cloud based Access Control, with current intrusion system being integrated into the system. Alarm. Integrating of the intrusion system allows for the access system features to be inhibited when the intrusion system is armed.

The proposed Gallagher Access Control controller will need a connection to the location external internet. This may require some support from your network support provider to ensure the current system firewall is configured correctly.

The access system is proposed to comprise of Four Doors of access control. These doors are identified in the scope of work. The current Intrusion System controls will be transferred into the Gallagher system. The controller and System Keypad will be replaced by a Gallagher Keypad. This will be used for the arming of the intrusion system. The disarming of the intrusion system will be when an authorized person badges their access card at the external door card reader. This will disarm the intrusion system and allow access into the building.

The intrusion system will have a connection to the external network to a 3rd party monitoring company. This will provide a external response to building part list responders along with emergency services when required.

KW Corporation are confident will meet all your security systems objectives in a format that meets all your requirements through detection, control, and budget. KW Corporation will be responsible for overall project fulfillment, by providing hardware, software, cable termination, system programming and end user training. This will be all outlined in this document.

Scope of Work

Site to Site VPN

A VPN is a private network that uses a public network to connect two or more remote sites. Instead of using dedicated connections between networks, VPNs use virtual connections routed (tunneled) through public networks. IPsec VPN is a protocol, consists of set of standards used to establish a VPN connection



Gallagher Access Control

To furnish and install a Gallagher **four** door access control system complete with lockable box, power supply, backup batteries. The equipment houses the communication equipment to annunciate the signals for 3rd party monitoring from the intrusion system to the local police and party list responders.

The management of the system for the issue of cards and all reports relating to this location is to be carried out by the KW IT Team.

This unit is proposed to be housed in the services room in the building.

An 110VAC supply is required for this equipment is existing.

Access Controlled Doors

The following doors are to be installed with standard format of Access Control. This format of access control comprises of T15 Gallagher Card Reader, door contact, REX motion detector, and electric releasing mechanism.

- Main Front Building Entrance Door
- Administration Office Door
- Clerk's Office Door
- Building Services Door

Each of the Above doors requires an electric Strike installed. These will be supplied and Installed by KW Corp. The Front Building Entrance Door requires the door mortice lock to be changed. It also requires a Latch protect plate installed to prevent persons tampering with the latch. These will be installed by KW Corporation.

Gallagher Integrated Security Alarm

To remove the current Intrusion panel that is located in the services room, on the wall. To re-connect all of the current intrusion system wiring into the Gallagher Controller. Test and commission all of the existing devices.

To supply & Install a Bosch 35' motion detector in the services room. The detector is to be located above the entrance door. This detector will provide trap protection in the room. The motion detector is to be connected to the Gallagher controller and configured into the locations intrusion system.



Material and Equipment List

MANF.	DESCRIPTION	MANF MODEL #	QTY
Gallagher	CONTROLLER 6000 STANDARD	C300100	1
Gallagher	4 HBUS MODULE	C300142	1
Gallagher	STARTER KIT CABINET	C300120	1
Gallagher	T15 MIFARE READER BLACK	C300470	4
Gallagher	T20 ALARMS TERMINAL BLACK	C300463	1
Bosch	REX motion Detector	DS161	4
GRE	Access control composite cable	70025-LGN	400
Gallagher	Monthly Cloud Door License	2A8943-C	12
ADI	Sentrol Door contacts	SL7042	4
GRE	Cat6 Cable	CAT6CCMP	100
Bosch	Bosch 35' motion Detector	ISC-BDL2-W12G	1
IDN	Electric Release Lock Hardware	HESS5001	4
IDN	Mortice latch aluminum door	???-1	1
UBIQUITI	Site VPN Equipment	VPN	1
Telguard	#COMM FIRE CELL RADIO LTE-VERIZ	TG7LVF02	1





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Communications

The system has the ability to communicate via IP connections. This is network connection to the public network. This is one method for the system to communicate to the 3rd party monitoring. This proposal also includes for a backup connection using a 4G cellular transmission method, where weekly test signals are sent, ensuring the equipment where possible is available to signal should the network connection not be available at that time.

Project Notes

The Network is to be provided by others 3 network ports will be required for the project.

System Training

Training in the operation of the system is given during the installation of the system. This is to support you the client /end user to take ownership for the system. We do offer an ongoing telephone support. This is contracted through the Sunnyvale location.



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Price

Total cost for KWCORP to provide (furnish and install) the detailed Security Solution:

Equipment Hardware & Freight \$5,416.76

Installation Labor and Project Management \$4,160.00

Per Door license & Support Hosted [Solution@\\$8.78](#) per door per month payable 12 in advance

Includes a max of 10 Bluetooth credentials. \$421.20

Total \$ 9,997.96

Local New Business Customer Discount \$9,450.00

Please note:

These prices do not include any state or federal taxes that may apply to this Quotation.

Any local authority permits, and applications are not included. All additional fees or costs will be an extra cost to the quoted pricing.





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Conway Township Access Integrated Access & Intrusion Proposal R1.docx 1/10/2022

Terms and Conditions

General Terms and Conditions

Labor: Due to differing labor laws all quotations and scopes of work assume NON-Union labor at standard daytime weekday rates unless otherwise stated below. Union, night-time, weekend and holiday rates are available and based on geographic location. KW-Corp respects the rights of the labor union and will always make every effort, through partnerships, to provide union labor support where local agreements have dictated that union support is a requirement. Union labor will incur additional costs and will be billed accordingly. **The labor described within this scope of work is considered non-union labor. All labor to commence within standard day-time hours during the standard 5 business days of the week, exclusive of holidays and weekends. Standard business days are Monday – Friday. Non-Union working hours are any 8-hour shift between 8:00am and 5:00pm. Any work completed outside of these timelines is considered “off-hours”. If differing schedules are required to complete the following scope of work then any time considered as off-hours labor will need to be tabulated and re-quoted separately, then resubmitted for approval as a change order.**

Union Labor: None shall be provided for this scope

Non-Union Labor: Shall be contracted for the entire scope listed below.

Permits: Due to differing electrical codes, the service of pulling a permit and/or the fees associated with doing so are not included within this scope of work and within any KW Corp proposal unless otherwise stated. It is assumed that a permit is not required for the work being outlined within this scope. If requested and required, KW-Corp may if licensed, or through sub-contract pull a low voltage permit for the installation services outlined in this scope; however, it will be the sole responsibility of the customer to cover all costs, regardless of inclusion or omission of said costs in the original quote. Costs will be calculated based upon the cost of said permit plus the labor time required for a KW-Corp representative to present in front of local authorities and the procurement of said permit. In the event KWCORP is requested to pull a low voltage permit, customer agrees within 48 hours of request to provide all the required USA UL listing, local code and commercial fire rating documentation as required by the local authorities for any customer provided equipment to obtain said permit.

Third Party or Owner Furnished Equipment (OFE): KWCORP does not guaranty or warrant the performance or quality of any customer or 3rd party furnished equipment.

KW Corp is not responsible for any damage or fault in functionality of any third party or owner furnished equipment as a direct or indirect result of the handling, removal, installation or configuration of said equipment.

Provision of Equipment: It is assumed that anything required for standard installation including supplies such as bridal rings, beam clamps, wire hangers, unistrut, etc, any consumable such as electrical tape, drill bits, zip ties etc, hand or power tools is included in the cost of our proposal.

It is assumed that all of the equipment listed in our proposal will be supplied and installed by KW-Corp. All equipment not listed in our proposal is assumed to be provided, installed and configured by others, unless otherwise stated in each specific scope section below. For the purposes of this scope the term “others” shall be defined as but is not limited to; parties who are not employed by KW-Corp either as a direct hire, sub-contractor, or agent or representative acting on behalf of KW-Corp. Examples would include but are not limited to; CDW, the end customer, any sub-contractor or agent acting on behalf of the end customer, terms such as third-party provider, owner, owner furnished, and customer supplied, customer provided, supplied by customer, or provided by customer.

Electrical: Due to differing local codes and licensing restrictions KW-Corp does not handle, provide or install any high voltage wiring, electrical conduit, electrical fittings, or any other high voltage electrical equipment even if the provision or installation of said equipment or supplies is in relation to a low voltage installation; e.g. KW-Corp does not supply or install conduit as a low voltage requirement for low voltage wiring. Unless otherwise stated, the costs for handling, provision or installation of any of the above-mentioned equipment or services is never included in any of our proposals or assumed as the responsibility in any of our scopes of work.

Unless otherwise specified or required by state or local code, all circuits for AV equipment should be on the same phase and should be at a minimum 20 amp.

General Assumptions: KW-Corp will not reimburse in full or in part any costs associated with security guard or security escort services, overtime for store employees, or GC services. If required, all proposals and scopes of work assume security escorts will be provided by the customer for the duration of KW-Corp onsite labor services and security access will be coordinated and provided by the customer.

Costs related to return trips associated with installation issues beyond KW-Corp control, including but not limited to acts of god, flood, fire, severe weather, scheduling conflicts, strikes, issues with other trades, etc... will be assessed upon work to be completed, time required to complete, travel time to site and cost, if any, for said travel. A quote will be generated and sent to customer for approval before the return trip commences. Return trips will occur upon receipt of PO for said return trip charges.

KW-Corp shall not be liable for any damages whatsoever relating to scheduling overages in any contract regardless for the reasoning of said overage or scheduling commitments agreed to within said contract.

For the purposes of this scope of work secure onsite storage is to be provided others. KW-Corp shall not be responsible for loss, damage or theft of equipment, KW-Corp or owner furnished once onsite. If requested and/or required KW-Corp can provide secure onsite storage for an additional fee. All network connections to be provided, installed and terminated by others. All player configurations to be provided by others.



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Conway Township Access Integrated Access & Intrusion Proposal R1.docx 1/10/2022

All PC configuration and software installation to be provided by others. All low voltage cutouts and support rings in millwork and/or drywall to be provided and installed by others. KW-Corp to terminate all low voltage connections at the display and supply any necessary hardware to do so, exclusive of data connection as stated above, if applicable. Quote assumes that all appropriate power, data lines, structural wall backing displays, and mounts for displays if applicable have been provided, installed and terminated as described below by customer prior to KW-Corp equipment installation. Quote assumes customer will configure, monitor, operate, and maintain all PC hardware and software. All equipment pricing and availability subject to change without notice. Equipment pricing is dependent on availability. Product availability based on manufacturer's availability at time of purchase. If equipment originally quoted is not available a new quote will be provided for a suitable replacement. Equipment will not be ordered until KW-Corp receives a non-cancelable purchase order. Manufacturing for most equipment is 30 days from receipt of a non-cancelable purchase order. Product may be built to order. Returns or exchanges will not be accepted

Change Orders: Although KW-Corp strives to work within the stated scope, there are times however, where continuing with the current installation deviates from the scope to such a degree that a change order is required to continue progress on proposed work. If a change order is needed on a job that is required to complete the proposed work, all work will stop until the assessed change order costs are approved by an authorized representative of the client.

Equipment Availability and Freight: Although KW-Corp maintains an extensive product offering in-stock some items may be special order or require a longer than typical transit time from manufacturer to our warehouse. The standard lead time for most products is 30 days; the 30-day time begins when we receive a non-cancellable purchase order for the full proposed amount. In addition, some items may be built-to-order and are considered "Special Order" inventory. Special Order inventory may require additional lead times for delivery and cannot be returned or exchanged. Standard equipment may be returned at the discretion of KW-Corp and may be subject to restocking fees.

Customer Compliance

KW-Corp recognizes the need of both parties to work together for a successful relationship. In the spirit of maintaining that relationship KW-Corp requests that our customers:

- Provide reasonable assistance, cooperation, timely decisions and support regarding the provision of services by KW-Corp.
- Provide reasonable assistance, cooperation, timely decisions, support, review and approval regarding any proposed change order required for the completion of services outlined in this proposal.
- Coordinate scheduling of necessary customer resources as required to complete the requested service.

Obtain all approvals, permits, and licenses necessary to support or permit the services request (e.g. security escort services, low voltage permits, inspections, etc...).

Force Majeure

Any delay or failure in the performance by either Party hereunder shall be excused if and to the extent caused by the occurrence of a Force Majeure. For purposes of this Agreement, Force Majeure shall mean a cause or event that is not reasonably foreseeable or otherwise caused by or under the control of the Party claiming Force Majeure, including acts of God, fires, floods, explosions, riots, wars, hurricane, sabotage terrorism, vandalism, accident, restraint of government, governmental acts, injunctions, labor strikes, other than those of Seller or its suppliers, that prevent Seller from furnishing the materials or equipment, and other like events that are beyond the reasonable anticipation and control of the Party affected thereby, despite such Party's reasonable efforts to prevent, avoid, delay, or mitigate the effect of such acts, events or occurrences, and which events or the effects thereof are not attributable to a Party's failure to perform its obligations under this Agreement.



32412 Dequindre Rd
Warren, MI 48092-1005

Estimate

Date	Estimate #
01/04/2022	220003SM

Phone # (586) 825-9960 Fax # (586) 825-9961

Quoted To:
CONWAY TOWNSHIP

ESTIMATE GOOD FOR 45 DAYS		Sales Rep	Job Name
			SERVICE CALL
Quantity	Description	Unit Price	Amount
1	ATTN: LIZ ACCESS CONTROL TOTAL PRICE TO FUNISH AND INSTALL VANDERBILT BRIGHT BLUEACCESS CONTROL SYSTEM AT ONE DOOR LOCATION EXTERIOR, ONE DOOR LEADING INTO OFFICE.AND (2) ADDITIONAL DOORS LOCATED IN THE OFFICE AREA PRICE INCLUDES 50 PROGRAMABLE CARDS,SOFTWARE, 4 DOOR CONTROLLER, CARD READERS, POWERS SUPPLIES, ELECTRIC STRIKES AT ALL (3) OFFICE DOORS, EXIT DEVICES AT EXTERIOR PAIR WITH ELECTRIC LATCH RETRACTION ONE LEAF AND REMOVABLE MULLION.	9,962.00	9,962.00
EXCLUDES FREIGHT/SHIPPING UNLESS NOTED		Total	\$9,962.00



From: Abby Cooper <abby@crlaw.biz>
Sent: Tuesday, February 8, 2022 5:22 PM
To: Bill Grubb <supervisor@conwaymi.gov>
Subject: RE: 3% Penalty resolution

Bill,

I think the 1983 resolution is technically sufficient to support the collection of the late penalty fee. However, I would recommend we pass a new resolution so that no one can raise an issue with any of the subsequent non-resolution "motions" to not collect the fee and also to clean a few things up. While the resolution says it will remain in effect until revoked/rescinded by another resolution, which I can see never happened, I am guessing that the Township in fact did not collect this fee in those subsequent years when it passed a motion electing not to do so. I believe there is possibly enough gray area here to warrant a clean up resolution.

Does the Township wish to continue the waivers of paragraph 2? If so, we need to update the references to the waiver categories (ie. "serviceperson" and widow or "widower"). If the Township does not wish to keep those waivers going, then we can eliminate.

If you'd like me to draft a new one, please let me know.

Thanks,



Abby H. Cooper
COOPER & RIESTERER PLC
810-227-3103 ext. 115

From: Bill Grubb <supervisor@conwaytownship.com>
Sent: Thursday, February 3, 2022 3:56 PM
To: Abby Cooper <abby@crlaw.biz>
Subject: RE: 3% Penalty resolution

I apologize! Everything should be attached now.

Bill Grubb
Supervisor
Conway Township
Ph 517-223-0358

Fax 517-223-0533



From: Abby Cooper <abby@crlaw.biz>
Sent: Wednesday, February 2, 2022 4:31 PM
To: Bill Grubb <supervisor@conwaytownship.com>
Subject: RE: 3% Penalty resolution

Hi Bill,

I did not receive any attachments to the email. Can you please re-send?



Abby H. Cooper
COOPER & RIESTERER PLC
810-227-3103 ext. 115

From: Bill Grubb <supervisor@conwaytownship.com>
Sent: Tuesday, February 1, 2022 8:59 AM
To: Abby Cooper <abby@crlaw.biz>
Cc: ckruzel@livgov.com; Elizabeth Whitt <clerk@conwaytownship.com>; Debra Grubb <treasurer@conwaytownship.com>; Trustee 1 - Conway Township <trustee1@conwaytownship.com>; Trustee 2 - Conway Township <trustee2@conwaytownship.com>
Subject: FW: 3% Penalty resolution

Good Morning Abby! Please see the emails below. They're brief and should explain why I am contacting you.

Bill Grubb
Supervisor
Conway Township
Ph 517-223-0358
Fax 517-223-0533



From: Corleen Kruzel <CKruzel@livgov.com>
Sent: Tuesday, February 1, 2022 7:48 AM
To: Bill Grubb <supervisor@conwaytownship.com>
Cc: Debra Grubb <treasurer@conwaytownship.com>; Barbara Richardson <deputytreasurer@conwaytownship.com>
Subject: RE: 3% Penalty resolution

Good morning Bill,

I ran this by Jenny and she recommended you contact the township's legal counsel. This way you'll be in a better position in case someone challenges it.

Corleen

From: Bill Grubb <supervisor@conwaytownship.com>
Sent: Monday, January 31, 2022 10:56 AM
To: Corleen Kruzel <CKruzel@livgov.com>
Cc: Debra Grubb <treasurer@conwaytownship.com>; Barbara Richardson <deputytreasurer@conwaytownship.com>
Subject: [EXT] 3% Penalty resolution

"The e-mail below is from an external source. Please do not open attachments or click links from an unknown or suspicious origin."

Good Morning Corleen! Sorry to be a pain, but here are all the documents dealing with the collection of interest and penalty fees for Conway Township. I have highlighted all the pertinent information on each page. The only resolution that was passed is on page 6. Please let us know if we are allowed to collect that 3% penalty fee this tax season and going forward.

Thanks for your help!

Bill Grubb
Supervisor
Conway Township
Ph 517-223-0358
Fax 517-223-0533

