

# **Conway Township**

## **Regular Meeting**

February 16, 2021

7:00 pm

### **AGENDA**

Call to Order and Pledge of Allegiance

Roll Call

#### **Consent Agenda Approval**

1. February 9, 2021 Special Meeting Minutes
2. January 19, 2021 Regular Meeting Minutes
3. Zoning Administrator Report
4. Reconciliations
5. Disbursements/Payroll Report/Budget Report
6. Credit Card Statement
7. Attorney Invoices

#### **Approval of Board Meeting Agenda**

Call to the Public

Communications

#### **Unfinished Business**

8. Credit Cards
9. Land Division Committee

#### **New Business**

10. Fowlerville Recreation Agreement Budget Approval
11. Snow Removal Agreement
12. Fee Schedule Revision
13. Fowlerville Senior Center Appropriation
14. Tree Trimming Bid
15. Policy 19 Amended Remote Participation
16. RESOLUTION 210216-1 TO ALLOW LETTER APPEALS TO BOR
17. Cemetery Budget Amendment
18. Road Budget Amendment

**Board Member Discussion**

**Call to the Public**

**Adjournment**

CONWAY TOWNSHIP POLICY No. 7

**PUBLIC COMMENT AND CONDUCT POLICY**

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

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

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

Unapproved Minutes  
Of the January 19, 2021  
Conway Township Regular Board Meeting

REGULAR MEETING

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

Present: Supervisor Grubb., Whitt, Pushies, St. Charles, Treasurer Grubb.

Motion to amend the Consent Agenda by removing the December Minutes. Motion by Whitt. Support by Treasurer Grubb. Motion approved.

Motion to amend the Board Agenda with the addition of Item #16 – December Minutes, and Item #17 – Assessor Laptop. Motion by Supervisor Grubb. Support by Pushies. Motion approved.

Motion to approve Board Agenda as amended. Motion by Supervisor Grubb. Support by Pushies. Motion approved.

Call to Public – Public comments were heard.

Motion to accept a bid of \$2,780.00 from Beal Painting to paint the hall interior based on an amendment for the bid to include repairs. Motion by Supervisor Grubb. Support by St. Charles. Roll Call: Treasurer Grubb – yes. St. Charles – yes, Whitt – yes, Supervisor Grubb – yes, Pushies – yes. Supervisor Grubb declared the motion carried.

Motion to accept Village of Fowlerville Police Department Status Report as presented. Motion by Supervisor Grubb. Support by Pushies. Motion approved.

Motion to amend the Elections budget with an increase to \$25,000, and the Drains at Large budget with an increase to \$52,000. Motion by Whitt. Support by Treasurer Grubb. Motion approved.

Motion to amend second to last line of December 15, 2020 Board Meeting Minutes to reflect that a motion to appoint Chuck Swirsk to the Planning Commission was offered by Pushies, and support was offered by St. Charles, and the motion was carried. This motion was brought by Whitt. Support by Grubb.

Motion to accept the December 15, 2020 minutes as amended. Motion by Whitt. Support by Supervisor Grubb. Motion approved.

Motion to purchase four laptop computers at an approximate cost of \$3,200.00 for Assessor and Board Members. Motion by St. Charles. Support by Treasurer Grubb. Roll Call: Whitt – yes, Pushies – yes, Treasurer Grubb – yes, St. Charles – yes, Supervisor Grubb – yes. Supervisor Grubb declared the motion approved.

Motion to adopt Resolution 210119-1 Extension of Poverty Exemption for Tax Years 2021, 2022, 2023. Resolution offered by Supervisor Grubb. Support by Treasurer Grubb. Roll Call: Supervisor Grubb – yes, Whitt – yes, Treasurer Grubb – yes, Pushies – yes, St. Charles – yes. Supervisor Grubb declared the Resolution adopted.

Final Call to Public – Public comments were heard.

Motion to adjourn at 8:37. Motion by Treasurer Grubb. Support by Whitt. Motion approved.

**Unapproved Minutes  
Of the February 9, 2021  
Conway Township Special Board Meeting  
Held Virtually via Zoom**

SPECIAL BUDGET WORKSHOP MEETING

February 9, 2021

Supervisor Grubb called the meeting to order at 5:02 p.m. with the pledge of allegiance to the American flag.

Roll Call - Present: Supervisor Grubb, Whitt, Pushies, St. Charles, Supervisor Grubb.

Motion to approve meeting Agenda. Motion by Treasurer Grubb, Support by Whitt. Motion approved.

Motion to adjourn at 7:42 pm. Motion by Treasurer Grubb. Support by Pushies. Meeting adjourned.

Elizabeth Whitt, Township Clerk

Nanci Forster, Deputy Clerk

Name	Location	Permit#	ID #	Details
Pendell	Morhle	001-021	07-400-017	Home att. garage
Kuttfeldt	Sober	002-021	04-400-002	pole barn
Napierlski	9985 Stow	003-021	18-200-003	pole barn
Pelkey	6675 Hayner	004-021	13-300-009	Solar system building

02/08/21

## 001.001 · Chase - General Fund, Period Ending 01/31/2021

Page 1

## Conway Township - Cemetery Fund #150

## Reconciliation Detail

002.000 · Chase savings #251001463254, Period Ending 01/31/2021

Type	Date	Num	Name	Clr	Amount	Balance
<b>Beginning Balance</b>						80,527.07
<b>Cleared Transactions</b>						
<b>Checks and Payments - 1 item</b>						
Bill Pmt -Check	01/13/2021	160	Conway Township T...	X	-161.01	-161.01
Total Checks and Payments					-161.01	-161.01
<b>Deposits and Credits - 1 item</b>						
Deposit	01/20/2021			X	400.00	400.00
Total Deposits and Credits					400.00	400.00
Total Cleared Transactions					238.99	238.99
Cleared Balance					238.99	80,766.06
<b>Uncleared Transactions</b>						
<b>Checks and Payments - 1 item</b>						
Bill Pmt -Check	12/18/2020	EFT	Site Industries LLC		-3,975.00	-3,975.00
Total Checks and Payments					-3,975.00	-3,975.00
Total Uncleared Transactions					-3,975.00	-3,975.00
Register Balance as of 01/31/2021					-3,736.01	76,791.06
<b>New Transactions</b>						
<b>Checks and Payments - 1 item</b>						
Bill Pmt -Check	02/02/2021	161	Conway Township - ...		-236.00	-236.00
Total Checks and Payments					-236.00	-236.00
<b>Deposits and Credits - 1 item</b>						
Deposit	02/02/2021				950.00	950.00
Total Deposits and Credits					950.00	950.00
Total New Transactions					714.00	714.00
<b>Ending Balance</b>					<b>-3,022.01</b>	<b>77,505.06</b>

2:10 PM

02/08/21

**Conway Township**  
**Reconciliation Summary**  
**002.000 - Chase - Building Fund, Period Ending 01/31/2021**

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	<u>Jan 31, 21</u>
Beginning Balance	100,323.46
Cleared Transactions	
Deposits and Credits - 1 item	<u>3.96</u>
Total Cleared Transactions	<u>3.96</u>
Cleared Balance	<u><u>100,327.42</u></u>
Uncleared Transactions	
Checks and Payments - 1 item	-26,738.86
Deposits and Credits - 1 item	<u>26,738.86</u>
Total Uncleared Transactions	<u>0.00</u>
Register Balance as of 01/31/2021	<u><u>100,327.42</u></u>
Ending Balance	100,327.42



2:32 PM

02/08/21

## Conway Township - Road Fund #201

## Reconciliation Detail

004.000 · Chase Road Checking 7659, Period Ending 01/31/2021

Type	Date	Num	Name	Clr	Amount	Balance
<b>Beginning Balance</b>						340.81
<b>Cleared Transactions</b>						
<b>Checks and Payments - 1 item</b>						
General Journal	01/11/2021	Audit 24		X	-13,984.45	-13,984.45
Total Checks and Payments					-13,984.45	-13,984.45
<b>Deposits and Credits - 1 item</b>						
Deposit	06/03/2020			X	13,984.45	13,984.45
Total Deposits and Credits					13,984.45	13,984.45
Total Cleared Transactions					0.00	0.00
Cleared Balance					0.00	340.81
Register Balance as of 01/31/2021					0.00	340.81
<b>Ending Balance</b>					<b>0.00</b>	<b>340.81</b>

2:36 PM

02/08/21

## Conway Township - Road Fund #201

### Reconciliation Summary

001.000 · Cash - Chase #1602152769, Period Ending 01/31/2021

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	Jan 31, 21
Beginning Balance	55,804.89
Cleared Transactions	
Deposits and Credits - 4 items	66,673.12
Total Cleared Transactions	66,673.12
Cleared Balance	<b>122,478.01</b>
Register Balance as of 01/31/2021	122,478.01
Ending Balance	122,478.01

## Dog License

[illegible]

This difference is due to a missing deposit entry, I believe the QuickBooks entry form was not completed. Deposit for \$85 was made in 1-27-21, therefore the account balances.

2-8-21 GB

11:44 AM

02/01/21

**Conway Township**  
**Reconciliation Summary**

**005.000 · First National - Buidling CD, Period Ending 01/31/2021**

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	<b>Jan 31, 21</b>
Beginning Balance	28,864.70
Cleared Transactions	
Deposits and Credits - 1 item	54.57
Total Cleared Transactions	54.57
Cleared Balance	<b>28,919.27</b>
Register Balance as of 01/31/2021	28,919.27
Ending Balance	28,919.27

1:52 PM

02/08/21

**Conway Township**  
**Reconciliation Summary**

**012.000 · First National - Contingent, Period Ending 01/31/2021**

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	<u>Jan 31, 21</u>
Beginning Balance	145,653.00
Cleared Balance	145,653.00
Register Balance as of 01/31/2021	145,653.00
Ending Balance	145,653.00

12:26 PM

02/01/21

**Daisey Lane Assessment Fund #350**  
**Reconciliation Detail**  
**100 · Cash-Checking, Period Ending 01/31/2021**

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Type	Date	Num	Name	Clr	Amount	Balance
<b>Beginning Balance</b>						12,824.75
Cleared Balance						12,824.75
<b>Uncleared Transactions</b>						
<b>Deposits and Credits - 2 items</b>						
Deposit	01/13/2021				1,887.62	1,887.62
Deposit	01/19/2021				1,578.54	3,466.16
Total Deposits and Credits					3,466.16	3,466.16
Total Uncleared Transactions					3,466.16	3,466.16
Register Balance as of 01/31/2021					3,466.16	16,290.91
<b>Ending Balance</b>					<b>3,466.16</b>	<b>16,290.91</b>

9:48 AM

02/03/21

## Conway Township Reconciliation Summary

001.000 · First National - Tax Checking, Period Ending 01/31/2021

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	Jan 31, 21
Beginning Balance	382,680.45
Cleared Transactions	
Checks and Payments - 44 items	-626,347.07
Deposits and Credits - 18 items	1,229,610.99
Total Cleared Transactions	603,263.92
Cleared Balance	985,944.37
Uncleared Transactions	
Checks and Payments - 5 items	-7,294.35
Deposits and Credits - 2 items	682.64
Total Uncleared Transactions	-6,611.71
Register Balance as of 01/31/2021	979,332.66
Ending Balance	979,332.66

2:49 PM

02/08/21

## Conway Township Reconciliation Detail

013.000 · Huntington AT&T Escrow, Period Ending 01/31/2021

Type	Date	Num	Name	Clr	Amount	Balance
Beginning Balance						1,197.00
Cleared Balance						1,197.00
Register Balance as of 01/31/2021						1,197.00
Ending Balance						1,197.00



2:54 PM

02/08/21

# Conway Township Reconciliation Summary

003.000 · Huntington - Cont Acct #2, Period Ending 01/31/2021

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	Jan 31, 21
Beginning Balance	285,931.94
Cleared Transactions	
Deposits and Credits - 1 item	2.42
Total Cleared Transactions	2.42
Cleared Balance	<b>285,934.36</b>
Register Balance as of 01/31/2021	285,934.36
Ending Balance	285,934.36

9:51 AM

02/03/21

## Conway Township Reconciliation Summary

001.000 · First National - Tax Checking, Period Ending 01/31/2021

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	Jan 31, 21
Beginning Balance	382,680.45
Cleared Transactions	
Checks and Payments - 44 items	-626,347.07
Deposits and Credits - 18 items	1,229,610.99
Total Cleared Transactions	603,263.92
Cleared Balance	985,944.37
Uncleared Transactions	
Checks and Payments - 5 items	-7,294.35
Deposits and Credits - 2 items	682.64
Total Uncleared Transactions	-6,611.71
Register Balance as of 01/31/2021	979,332.66
Ending Balance	979,332.66

## Trust and Agency account balance

[illegible]

Difference is the checks that were inadvertently deposited to the wrong account. Checks should have been deposited to the Cemetery account, however, the incorrect deposit slip was used and deposited to the Trust and agency account.

Conway Township  
Check Detail

January 15 through February 9, 2021  
Date Name

Type	Num	Date	Name
Check	EFT	01/20/2021	
Bill Pmt -Check	11362	01/19/2021	Bill Grubb
Bill		01/19/2021	
Check	11363	01/26/2021	Post Master
Bill Pmt -Check	11364	02/02/2021	Applied Imaging
Bill	1672950	01/26/2021	
Bill	1678680	02/02/2021	
Bill Pmt -Check	11365	02/02/2021	BS & A Software
Bill	132836	01/26/2021	
Bill Pmt -Check	11366	02/02/2021	Cooper & Riesterer, PLC
Bill	41590	01/20/2021	
Bill Pmt -Check	11367	02/02/2021	DTE Energy
Bill	910005708201	01/20/2021	
Bill Pmt -Check	11368	02/02/2021	Fowlerville Community Schools
Bill		01/20/2021	
Bill Pmt -Check	11369	02/02/2021	Great Lakes Outdoor Solutions
Bill	INV0460	01/20/2021	
Bill	INV0462	02/02/2021	
Bill	INV0470	02/02/2021	
Bill Pmt -Check	11370	02/02/2021	JP Morgan Chase
Bill	4246315282623154	02/02/2021	

**Conway Township**  
**Check Detail**  
**January 15 through February 9, 2021**

<b>Bill Pmt -Check</b>	<b>11371</b>	<b>02/02/2021 Michigan Municipal Treasurers Association</b>
Bill	3528	01/26/2021
<b>Bill Pmt -Check</b>	<b>11372</b>	<b>02/02/2021 R.I. Thomas Property Maintenance</b>
Bill	Todd	01/27/2021

Conway Township  
Check Detail

January 15 through February 9, 2021

Account	Paid Amount
<b>001.001 · Chase - General Fund</b>	
200.203 · Due To Road Fund	-8,519.32
	-8,519.32
<b>001.001 · Chase - General Fund</b>	
171.702 · Salaries	-1,514.95
	-1,514.95
<b>001.001 · Chase - General Fund</b>	
102.910 · Postage	-220.00
	-220.00
<b>001.001 · Chase - General Fund</b>	
265.930 · Equipment Maintenance	-1,554.48
265.930 · Equipment Maintenance	-63.45
	-1,617.93
<b>001.001 · Chase - General Fund</b>	
265.930 · Equipment Maintenance	-236.00
	-236.00
<b>001.001 · Chase - General Fund</b>	
266.103 · Attorney	-2,013.00
	-2,013.00
<b>001.001 · Chase - General Fund</b>	
265.920 · Utilities	-205.39
	-205.39
<b>001.001 · Chase - General Fund</b>	
738.100 · Parks & Recreation Contribution	-9,916.71
	-9,916.71
<b>001.001 · Chase - General Fund</b>	
265.805 · Snow Removal	-230.00
265.805 · Snow Removal	-320.00
265.805 · Snow Removal	-140.00
	-690.00
<b>001.001 · Chase - General Fund</b>	
265.859 · Internet & Phones	-302.12
102.726 · Supplies	-77.45
215.801 · Membership	-175.00

3:45 PM  
02/09/21

Conway Township  
**Check Detail**  
January 15 through February 9, 2021

265.859 · Internet & Phones	-54.03
	<hr/>
	-608.60
<b>001.001 · Chase - General Fund</b>	
102.801 · Memberships & Dues	-550.00
	<hr/>
	-550.00
<b>001.001 · Chase - General Fund</b>	
265.935 · Building Maintenance	-153.00
	<hr/>
	-153.00
	-26,244.90

# Conway Township Journal

February 17 - 18, 2021

Date	Memo	Account	Debit	Credit
02/18/2021	Fica ER	102.704 · Payroll Taxes	818.90	
	Med ER	102.704 · Payroll Taxes	191.52	
	Invoice	102.710 · Payroll Billing	139.20	
	Township Board:Salaries Wages	103.702 · Salaries Wages	349.99	
	Supervisor's Office:Salaries	171.702 · Salaries	3,619.16	
	Federal PRT Liability	210 · Federal PRT Liability	2,592.60	
	Clerk's Office:Salaries & Wages	215.702 · Salaries & Wages	2,061.91	
	Clerk's Office:Deputies Wages	215.703 · Deputies Wages	697.00	
	Michigan Withholding Liability	218 · Michigan Withholding Liability	569.53	
	Treasurer's Office:Salaries & Wages	253.702 · Salaries & Wages	1,940.08	
	Treasurer's Office:Deputies Salaries	253.703 · Deputies Salaries	1,066.75	
	Assessing:Salaries & Wages	257.702 · Salaries	2,618.33	
	Planning & Zoning:Salaries	721.702 · Salaries	779.99	
	Recreation:Salaries	738.702 · Salaries	75.00	
	Direct Deposits	001.001 · Chase - General Fund		9,541.55
	Invoice	001.001 · Chase - General Fund		139.20
	Payroll Taxes	001.001 · Chase - General Fund		3,162.13
	Checks	204.000 · Payroll Liabilities		1,514.95
	Fed Wh	210 · Federal PRT Liability		571.76
	Fica ER	210 · Federal PRT Liability		818.90
	Fica Wh	210 · Federal PRT Liability		818.90
	Med ER	210 · Federal PRT Liability		191.52
	Med Wh	210 · Federal PRT Liability		191.52
	Michigan Withholding Liability	218 · Michigan Withholding Liability		569.53
			17,519.96	17,519.96
			<b>17,519.96</b>	<b>17,519.96</b>



**Conway Township**  
**Profit & Loss Budget vs. Actual**  
April 1, 2020 through February 9, 2021

	Apr 1, '20 - Feb 9, 21	Budget
<b>Ordinary Income/Expense</b>		
<b>Income</b>		
366.350 · Trans in - Daisy Lane Fund	0.00	0.00
402.000 · Taxes - General	60,132.65	100,500.00
403.000 · Taxes - Admin fees	19,607.89	41,000.00
409.000 · Taxes - SET fee	646.95	0.00
411.000 · Dog licenses	40.50	85.00
435.000 · Sale of assets	26,206.00	0.00
450.000 · Licenses & Permits	5,970.00	6,000.00
478.000 · Set Fee Retained	0.00	0.00
560.000 · Metro Act Fee	0.00	4,300.00
573.000 · LCSA PPT Reimbursement	4,856.30	2,000.00
574.000 · State Revenue Sharing	262,479.00	288,000.00
664.000 · Interest & Dividends	936.80	1,100.00
667.000 · Rent	0.00	2,000.00
671.000 · Misc. Revenues	348.95	1,500.00
676.000 · Cemeterial Lots/Burial	0.00	0.00
677.000 · General Reimbursements	0.00	500.00
678.000 · Grant Reimbursement	0.00	0.00
679.000 · Election Grant - HAVA	5,000.00	0.00
680.000 · Election Reimburse	3,447.76	3,000.00
699.000 · Transfer in - Road Fund	0.00	0.00
<b>Total Income</b>	389,672.80	449,985.00
<b>Cost of Goods Sold</b>		
50000 · Cost of Goods Sold	0.00	0.00
<b>Total COGS</b>	0.00	0.00
<b>Gross Profit</b>	389,672.80	449,985.00
<b>Expense</b>		
102.000 · Unallocated		
102.702 · Receptionist salary	7,473.75	9,000.00
102.704 · Payroll Taxes	9,494.22	12,000.00
102.710 · Payroll Billing	1,749.15	2,500.00
102.726 · Supplies	2,154.29	7,500.00
102.801 · Memberships & Dues	6,063.40	4,500.00
102.805 · Appropriation Senior Center	0.00	1,000.00
102.900 · Printing & Publishing	5,849.33	7,500.00
102.910 · Postage	3,500.55	3,000.00
102.970 · Mileage	1,162.57	5,000.00
102.971 · Miscellaneous	0.00	200.00
102.000 · Unallocated - Other	0.00	0.00
<b>Total 102.000 · Unallocated</b>	37,447.26	52,200.00
103.000 · Township Board		
103.702 · Salaries Wages	3,208.17	4,200.00
103.703 · Fire Authority Rep	0.00	0.00

**Conway Township**  
**Profit & Loss Budget vs. Actual**  
April 1, 2020 through February 9, 2021

	<b>Apr 1, '20 - Feb 9, 21</b>	<b>Budget</b>
103.704 · Social Security/Medicar	0.00	0.00
103.705 · Recreation Board Rep	0.00	0.00
103.706 · FOIA COORDINATOR	0.00	375.00
103.710 · Payroll Billing	0.00	0.00
103.726 · Supplies	0.00	0.00
103.801 · Memberships & Dues	0.00	0.00
103.805 · Appropriation Senior Ce	0.00	0.00
103.862 · Township SS/Medicare	0.00	0.00
103.863 · Township Unemployment	0.00	0.00
103.865 · MEDICAL REIMBURSEMENT	0.00	0.00
103.900 · Printing & Publishing	0.00	0.00
103.910 · Postage	0.00	0.00
103.957 · Condemned Building	0.00	4,000.00
103.969 · Seminars and Workshops	350.00	500.00
103.970 · Mileage	0.00	0.00
103.000 · Township Board - Other	0.00	0.00
<b>Total 103.000 · Township Board</b>	<b>3,558.17</b>	<b>9,075.00</b>
<b>171.000 · Supervisor's Office</b>		
171.702 · Salaries	17,724.93	21,715.00
171.704 · Social Security/Medicar	0.00	0.00
171.706 · Federal Withholding	0.00	0.00
171.708 · State Withholding	0.00	0.00
171.726 · Supplies	0.00	0.00
171.801 · Memberships & Dues	0.00	0.00
171.900 · Printing & Publishing	0.00	0.00
171.910 · Postage	0.00	0.00
171.965 · Assessor	0.00	0.00
171.969 · Seminars & Workshops	-323.50	2,000.00
171.970 · Mileage	0.00	0.00
171.000 · Supervisor's Office - Other	0.00	0.00
<b>Total 171.000 · Supervisor's Office</b>	<b>17,401.43</b>	<b>23,715.00</b>
<b>200.203 · Due To Road Fund</b>	<b>22,503.77</b>	<b>0.00</b>
<b>215.000 · Clerk's Office</b>		
215.702 · Salaries & Wages	20,632.19	24,743.00
215.703 · Deputies Wages	13,235.00	18,000.00
215.704 · Social Security/Medicar	0.00	0.00
215.706 · Federal Withholding	0.00	0.00
215.708 · State Withholding	0.00	0.00
215.726 · Supplies	0.00	0.00
215.801 · Membership	175.00	0.00
215.900 · Printing & Publishing	0.00	0.00
215.910 · Postage	0.00	0.00
215.969 · Seminars & Workshops	-657.48	6,500.00
215.970 · Mileage	0.00	0.00

**Conway Township**  
**Profit & Loss Budget vs. Actual**  
April 1, 2020 through February 9, 2021

	Apr 1, '20 - Feb 9, 21	Budget
215.000 · Clerk's Office - Other	0.00	0.00
<b>Total 215.000 · Clerk's Office</b>	<b>33,384.71</b>	<b>49,243.00</b>
<b>247.000 · Board of Review</b>		
247.702 · Salaries & Wages	618.95	800.00
247.704 · Social Security/Medicar	0.00	0.00
247.706 · Federal Withholding	0.00	0.00
247.708 · State Withholding	0.00	0.00
247.900 · Printing & Publishing	0.00	0.00
247.969 · Seminars & Workshops	275.00	500.00
247.970 · Mileage	0.00	0.00
247.000 · Board of Review - Other	0.00	0.00
<b>Total 247.000 · Board of Review</b>	<b>893.95</b>	<b>1,300.00</b>
<b>253.000 · Treasurer's Office</b>		
253.702 · Salaries & Wages	19,680.30	23,281.00
253.703 · Deputies Salaries	4,267.00	5,000.00
253.704 · Social Security/Medicar	0.00	0.00
253.706 · Federal Withholdings	0.00	0.00
253.708 · State Withholding	0.00	0.00
253.726 · Supplies	0.00	0.00
253.801 · Memberships & Dues	0.00	0.00
253.832 · Charge Back	0.00	500.00
253.900 · Printing & Publishing	0.00	0.00
253.910 · Postage	0.00	0.00
253.969 · Seminars & Workshops	0.00	3,000.00
253.970 · Other	1,454.13	0.00
253.975 · Bank Service Charge	-7.67	200.00
253.000 · Treasurer's Office - Other	0.00	0.00
<b>Total 253.000 · Treasurer's Office</b>	<b>25,393.76</b>	<b>31,981.00</b>
<b>257.000 · Assessor</b>		
257.701 · Assessor Services	0.00	0.00
257.702 · Salaries	26,407.70	33,000.00
257.703 · Expenses	0.00	250.00
257.000 · Assessor - Other	0.00	0.00
<b>Total 257.000 · Assessor</b>	<b>26,407.70</b>	<b>33,250.00</b>
<b>262.000 · Elections</b>		
262.702 · Salaries & Wages	7,343.50	7,500.00
262.704 · Social Security/Medicare	0.00	0.00
262.706 · Federal Withholding	0.00	0.00
262.708 · State Withholding	0.00	0.00
262.726 · Supplies	6,314.28	7,400.00
262.900 · Printing & Publishing	532.29	1,000.00
262.910 · Postage	0.00	0.00
262.930 · Equipment/Maintenance	8,091.89	9,100.00
262.000 · Elections - Other	0.00	0.00

**Conway Township**  
**Profit & Loss Budget vs. Actual**  
April 1, 2020 through February 9, 2021

	<b>Apr 1, '20 - Feb 9, 21</b>	<b>Budget</b>
<b>Total 262.000 - Elections</b>	22,281.96	25,000.00
<b>265.000 - Building &amp; Grounds</b>		
265.146 - Equipment-Office	2,125.76	8,150.00
265.702 - Hall Monitor Salary	0.00	1,000.00
265.704 - Social Security/Medicare	0.00	0.00
265.726 - Supplies	0.00	0.00
265.801 - Lawn Mowing	975.00	3,500.00
265.802 - Landscaping	3,091.28	2,000.00
265.805 - Snow Removal	4,360.00	3,200.00
265.851 - Liability Insurance	0.00	0.00
265.859 - Internet & Phones	12,588.42	10,000.00
265.871 - Workers Comp	0.00	0.00
265.910 - Postage	0.00	0.00
265.920 - Utilities	3,084.11	7,000.00
265.930 - Equipment Maintenance	10,427.64	15,000.00
265.935 - Building Maintenance	16,282.02	18,000.00
265.963 - Property Taxes	0.00	0.00
265.964 - Deposit reimbursement	0.00	0.00
265.970 - Parking Lot	0.00	400.00
265.971 - Capital Improvement	0.00	0.00
265.000 - Building & Grounds - Other	0.00	0.00
<b>Total 265.000 - Building &amp; Grounds</b>	52,934.23	68,250.00
<b>266.000 - Professional Fees</b>		
266.103 - Attorney	7,715.80	30,000.00
266.446 - Highways	0.00	0.00
266.500 - Misc. Contractors	0.00	0.00
266.721 - Planning Commission	1,530.00	2,000.00
266.830 - Contractual Fees	0.00	0.00
266.955 - Auditor	7,500.00	9,500.00
266.956 - Internet Project	0.00	0.00
266.960 - Engineer	0.00	0.00
266.000 - Professional Fees - Other	0.00	0.00
<b>Total 266.000 - Professional Fees</b>	16,745.80	41,500.00
<b>267.000 - Accounting and Auditing</b>	0.00	0.00
<b>275.000 - Drains At Large</b>	51,270.46	52,000.00
<b>276.000 - Cemetery</b>		
276.702 - Salaries	1,740.00	0.00
276.704 - Social Security/Medicar	0.00	0.00
276.801 - Lawn Mowing	0.00	0.00
276.850 - Contracted Labor	0.00	0.00
276.930 - Repair & Maintenance	0.00	0.00
276.964 - Reimburs of Burial Site	0.00	0.00
276.970 - Mileage	0.00	0.00
276.000 - Cemetery - Other	0.00	0.00

**Conway Township**  
**Profit & Loss Budget vs. Actual**  
April 1, 2020 through February 9, 2021

	Apr 1, '20 - Feb 9, 21	Budget
Total 276.000 · Cemetery	1,740.00	0.00
301.000 · Public Safety		
301.700 · Fire Authority Rep	0.00	500.00
301.702 · Contribution Police Salaries	10,000.00	10,000.00
301.000 · Public Safety - Other	0.00	0.00
Total 301.000 · Public Safety	10,000.00	10,500.00
446.000 · Roads and Highways		
446.955 · Chloride	0.00	0.00
446.956 · CLJ & Associates	0.00	0.00
446.967 · Construction & Excavati	0.00	0.00
446.000 · Roads and Highways - Other	0.00	0.00
Total 446.000 · Roads and Highways	0.00	0.00
526.000 · Sanitary Landfill		
526.960 · Spring Cleanup	4,053.00	5,000.00
526.000 · Sanitary Landfill - Other	0.00	0.00
Total 526.000 · Sanitary Landfill	4,053.00	5,000.00
660.000 · Payroll Taxes-general	0.00	0.00
66900 · Reconciliation Discrepancies	-1.00	0.00
721.000 · Planning & Zoning		
721.702 · Salaries	10,216.67	12,000.00
721.704 · Social Security/Medicar	0.00	0.00
721.706 · Federal Withholding	0.00	0.00
721.708 · State Withholdings	0.00	0.00
721.726 · Supplies	0.00	0.00
721.801 · Membership and Dues	0.00	0.00
721.900 · Printing & Publishing	0.00	0.00
721.964 · Permit Reimbursements	0.00	0.00
721.969 · Seminars & Workshop	0.00	2,000.00
721.970 · Mileage	0.00	0.00
721.000 · Planning & Zoning - Other	0.00	0.00
Total 721.000 · Planning & Zoning	10,216.67	14,000.00
738.000 · Recreation Association		
738.100 · Parks & Recreation Contribution	9,916.71	26,000.00
738.702 · Salaries	450.00	750.00
738.000 · Recreation Association - Other	0.00	0.00
Total 738.000 · Recreation Association	10,366.71	26,750.00
954.000 · Insurance & Bond	7,689.00	10,000.00
960.000 · Delinquent Personal Prop Taxes	0.00	0.00
969.000 · Trans out - Capital Res Fund	0.00	0.00
970.000 · Transfers out	0.00	0.00
970.350 · TRANS OUT - DAISEY LANE	0.00	0.00
980.000 · Transfers Out - Cemetery	30,000.00	30,000.00
Total Expense	384,287.58	483,764.00
Net Ordinary Income	5,385.22	-33,779.00

**Conway Township**  
**Profit & Loss Budget vs. Actual**  
April 1, 2020 through February 9, 2021

	<u>Apr 1, '20 - Feb 9, 21</u>	<u>Budget</u>
Other Income/Expense		
Other Income		
Interest Income	72.26	200.00
Other Income	0.00	0.00
Total Other Income	<u>72.26</u>	<u>200.00</u>
Net Other Income	<u>72.26</u>	<u>200.00</u>
Net Income	<u><u>5,457.48</u></u>	<u><u>-33,579.00</u></u>

**Conway Township**  
**Profit & Loss Budget vs. Actual**  
April 1, 2020 through February 9, 2021

	<u>\$ Over Budget</u>	<u>% of Budget</u>
<b>Ordinary Income/Expense</b>		
<b>Income</b>		
366.350 · Trans in - Daisy Lane Fund	0.00	0.0%
402.000 · Taxes - General	-40,367.35	59.83%
403.000 · Taxes - Admin fees	-21,392.11	47.82%
409.000 · Taxes - SET fee	646.95	100.0%
411.000 · Dog licenses	-44.50	47.65%
435.000 · Sale of assets	26,206.00	100.0%
450.000 · Licenses & Permits	-30.00	99.5%
478.000 · Set Fee Retained	0.00	0.0%
560.000 · Metro Act Fee	-4,300.00	0.0%
573.000 · LCSA PPT Reimbursement	2,856.30	242.82%
574.000 · State Revenue Sharing	-25,521.00	91.14%
664.000 · Interest & Dividends	-163.20	85.16%
667.000 · Rent	-2,000.00	0.0%
671.000 · Misc. Revenues	-1,151.05	23.26%
676.000 · Cemeterial Lots/Burial	0.00	0.0%
677.000 · General Reimbursements	-500.00	0.0%
678.000 · Grant Reimbursement	0.00	0.0%
679.000 · Election Grant - HAVA	5,000.00	100.0%
680.000 · Election Reimburse	447.76	114.93%
699.000 · Transfer in - Road Fund	0.00	0.0%
<b>Total Income</b>	<b>-60,312.20</b>	<b>86.6%</b>
<b>Cost of Goods Sold</b>		
50000 · Cost of Goods Sold	0.00	0.0%
<b>Total COGS</b>	<b>0.00</b>	<b>0.0%</b>
<b>Gross Profit</b>	<b>-60,312.20</b>	<b>86.6%</b>
<b>Expense</b>		
102.000 · Unallocated		
102.702 · Receptionist salary	-1,526.25	83.04%
102.704 · Payroll Taxes	-2,505.78	79.12%
102.710 · Payroll Billing	-750.85	69.97%
102.726 · Supplies	-5,345.71	28.72%
102.801 · Memberships & Dues	1,563.40	134.74%
102.805 · Appropriation Senior Center	-1,000.00	0.0%
102.900 · Printing & Publishing	-1,650.67	77.99%
102.910 · Postage	500.55	116.69%
102.970 · Mileage	-3,837.43	23.25%
102.971 · Miscellaneous	-200.00	0.0%
102.000 · Unallocated - Other	0.00	0.0%
<b>Total 102.000 · Unallocated</b>	<b>-14,752.74</b>	<b>71.74%</b>
103.000 · Township Board		
103.702 · Salaries Wages	-991.83	76.39%
103.703 · Fire Authority Rep	0.00	0.0%

**Conway Township**  
**Profit & Loss Budget vs. Actual**  
April 1, 2020 through February 9, 2021

	<b>\$ Over Budget</b>	<b>% of Budget</b>
103.704 · Social Security/Medicar	0.00	0.0%
103.705 · Recreation Board Rep	0.00	0.0%
103.706 · FOIA COORDINATOR	-375.00	0.0%
103.710 · Payroll Billing	0.00	0.0%
103.726 · Supplies	0.00	0.0%
103.801 · Memberships & Dues	0.00	0.0%
103.805 · Appropriation Senior Ce	0.00	0.0%
103.862 · Township SS/Medicare	0.00	0.0%
103.863 · Township Unemployment	0.00	0.0%
103.865 · MEDICAL REIMBURSEMENT	0.00	0.0%
103.900 · Printing & Publishing	0.00	0.0%
103.910 · Postage	0.00	0.0%
103.957 · Condemned Building	-4,000.00	0.0%
103.969 · Seminars and Workshops	-150.00	70.0%
103.970 · Mileage	0.00	0.0%
103.000 · Township Board - Other	0.00	0.0%
<b>Total 103.000 · Township Board</b>	<b>-5,516.83</b>	<b>39.21%</b>
<b>171.000 · Supervisor's Office</b>		
171.702 · Salaries	-3,990.07	81.63%
171.704 · Social Security/Medicar	0.00	0.0%
171.706 · Federal Withholding	0.00	0.0%
171.708 · State Withholding	0.00	0.0%
171.726 · Supplies	0.00	0.0%
171.801 · Memberships & Dues	0.00	0.0%
171.900 · Printing & Publishing	0.00	0.0%
171.910 · Postage	0.00	0.0%
171.965 · Assessor	0.00	0.0%
171.969 · Seminars & Workshops	-2,323.50	-16.18%
171.970 · Mileage	0.00	0.0%
171.000 · Supervisor's Office - Other	0.00	0.0%
<b>Total 171.000 · Supervisor's Office</b>	<b>-6,313.57</b>	<b>73.38%</b>
<b>200.203 · Due To Road Fund</b>	<b>22,503.77</b>	<b>100.0%</b>
<b>215.000 · Clerk's Office</b>		
215.702 · Salaries & Wages	-4,110.81	83.39%
215.703 · Deputies Wages	-4,765.00	73.53%
215.704 · Social Security/Medicar	0.00	0.0%
215.706 · Federal Withholding	0.00	0.0%
215.708 · State Withholding	0.00	0.0%
215.726 · Supplies	0.00	0.0%
215.801 · Membership	175.00	100.0%
215.900 · Printing & Publishing	0.00	0.0%
215.910 · Postage	0.00	0.0%
215.969 · Seminars & Workshops	-7,157.48	-10.12%
215.970 · Mileage	0.00	0.0%



**Conway Township**  
**Profit & Loss Budget vs. Actual**  
April 1, 2020 through February 9, 2021

	<b>\$ Over Budget</b>	<b>% of Budget</b>
215.000 · Clerk's Office - Other	0.00	0.0%
<b>Total 215.000 · Clerk's Office</b>	<b>-15,858.29</b>	<b>67.8%</b>
<b>247.000 · Board of Review</b>		
247.702 · Salaries & Wages	-181.05	77.37%
247.704 · Social Security/Medicar	0.00	0.0%
247.706 · Federal Withholding	0.00	0.0%
247.708 · State Withholding	0.00	0.0%
247.900 · Printing & Publishing	0.00	0.0%
247.969 · Seminars & Workshops	-225.00	55.0%
247.970 · Mileage	0.00	0.0%
247.000 · Board of Review - Other	0.00	0.0%
<b>Total 247.000 · Board of Review</b>	<b>-406.05</b>	<b>68.77%</b>
<b>253.000 · Treasurer's Office</b>		
253.702 · Salaries & Wages	-3,600.70	84.53%
253.703 · Deputies Salaries	-733.00	85.34%
253.704 · Social Security/Medicar	0.00	0.0%
253.706 · Federal Withholdings	0.00	0.0%
253.708 · State Withholding	0.00	0.0%
253.726 · Supplies	0.00	0.0%
253.801 · Memberships & Dues	0.00	0.0%
253.832 · Charge Back	-500.00	0.0%
253.900 · Printing & Publishing	0.00	0.0%
253.910 · Postage	0.00	0.0%
253.969 · Seminars & Workshops	-3,000.00	0.0%
253.970 · Other	1,454.13	100.0%
253.975 · Bank Service Charge	-207.67	-3.84%
253.000 · Treasurer's Office - Other	0.00	0.0%
<b>Total 253.000 · Treasurer's Office</b>	<b>-6,587.24</b>	<b>79.4%</b>
<b>257.000 · Assessor</b>		
257.701 · Assessor Services	0.00	0.0%
257.702 · Salaries	-6,592.30	80.02%
257.703 · Expenses	-250.00	0.0%
257.000 · Assessor - Other	0.00	0.0%
<b>Total 257.000 · Assessor</b>	<b>-6,842.30</b>	<b>79.42%</b>
<b>262.000 · Elections</b>		
262.702 · Salaries & Wages	-156.50	97.91%
262.704 · Social Security/Medicare	0.00	0.0%
262.706 · Federal Withholding	0.00	0.0%
262.708 · State Withholding	0.00	0.0%
262.726 · Supplies	-1,085.72	85.33%
262.900 · Printing & Publishing	-467.71	53.23%
262.910 · Postage	0.00	0.0%
262.930 · Equipment/Maintenance	-1,008.11	88.92%
262.000 · Elections - Other	0.00	0.0%

**Conway Township**  
**Profit & Loss Budget vs. Actual**  
April 1, 2020 through February 9, 2021

	<b>\$ Over Budget</b>	<b>% of Budget</b>
<b>Total 262.000 - Elections</b>	-2,718.04	89.13%
<b>265.000 - Building &amp; Grounds</b>		
265.146 - Equipment-Office	-6,024.24	26.08%
265.702 - Hall Monitor Salary	-1,000.00	0.0%
265.704 - Social Security/Medicare	0.00	0.0%
265.726 - Supplies	0.00	0.0%
265.801 - Lawn Mowing	-2,525.00	27.86%
265.802 - Landscaping	1,091.28	154.56%
265.805 - Snow Removal	1,160.00	136.25%
265.851 - Liability Insurance	0.00	0.0%
265.859 - Internet & Phones	2,588.42	125.88%
265.871 - Workers Comp	0.00	0.0%
265.910 - Postage	0.00	0.0%
265.920 - Utilities	-3,915.89	44.06%
265.930 - Equipment Maintenance	-4,572.36	69.52%
265.935 - Building Maintenance	-1,717.98	90.46%
265.963 - Property Taxes	0.00	0.0%
265.964 - Deposit reimbursement	0.00	0.0%
265.970 - Parking Lot	-400.00	0.0%
265.971 - Capital Improvement	0.00	0.0%
265.000 - Building & Grounds - Other	0.00	0.0%
<b>Total 265.000 - Building &amp; Grounds</b>	-15,315.77	77.56%
<b>266.000 - Professional Fees</b>		
266.103 - Attorney	-22,284.20	25.72%
266.446 - Highways	0.00	0.0%
266.500 - Misc. Contractors	0.00	0.0%
266.721 - Planning Commission	-470.00	76.5%
266.830 - Contractual Fees	0.00	0.0%
266.955 - Auditor	-2,000.00	78.95%
266.956 - Internet Project	0.00	0.0%
266.960 - Engineer	0.00	0.0%
266.000 - Professional Fees - Other	0.00	0.0%
<b>Total 266.000 - Professional Fees</b>	-24,754.20	40.35%
<b>267.000 - Accounting and Auditing</b>	0.00	0.0%
<b>275.000 - Drains At Large</b>	-729.54	98.6%
<b>276.000 - Cemetery</b>		
276.702 - Salaries	1,740.00	100.0%
276.704 - Social Security/Medicar	0.00	0.0%
276.801 - Lawn Mowing	0.00	0.0%
276.850 - Contracted Labor	0.00	0.0%
276.930 - Repair & Maintenance	0.00	0.0%
276.964 - Reimburs of Burial Site	0.00	0.0%
276.970 - Mileage	0.00	0.0%
276.000 - Cemetery - Other	0.00	0.0%

**Conway Township**  
**Profit & Loss Budget vs. Actual**  
April 1, 2020 through February 9, 2021

	<b>\$ Over Budget</b>	<b>% of Budget</b>
<b>Total 276.000 · Cemetery</b>	1,740.00	100.0%
<b>301.000 · Public Safety</b>		
301.700 · Fire Authority Rep	-500.00	0.0%
301.702 · Contribution Police Salaries	0.00	100.0%
301.000 · Public Safety - Other	0.00	0.0%
<b>Total 301.000 · Public Safety</b>	-500.00	95.24%
<b>446.000 · Roads and Highways</b>		
446.955 · Chloride	0.00	0.0%
446.956 · CLJ & Associates	0.00	0.0%
446.967 · Construction & Excavati	0.00	0.0%
446.000 · Roads and Highways - Other	0.00	0.0%
<b>Total 446.000 · Roads and Highways</b>	0.00	0.0%
<b>526.000 · Sanitary Landfill</b>		
526.960 · Spring Cleanup	-947.00	81.06%
526.000 · Sanitary Landfill - Other	0.00	0.0%
<b>Total 526.000 · Sanitary Landfill</b>	-947.00	81.06%
660.000 · Payroll Taxes-general	0.00	0.0%
66900 · Reconciliation Discrepancies	-1.00	100.0%
<b>721.000 · Planning &amp; Zoning</b>		
721.702 · Salaries	-1,783.33	85.14%
721.704 · Social Security/Medicar	0.00	0.0%
721.706 · Federal Withholding	0.00	0.0%
721.708 · State Withholdings	0.00	0.0%
721.726 · Supplies	0.00	0.0%
721.801 · Membership and Dues	0.00	0.0%
721.900 · Printing & Publishing	0.00	0.0%
721.964 · Permit Reimbursements	0.00	0.0%
721.969 · Seminars & Workshop	-2,000.00	0.0%
721.970 · Mileage	0.00	0.0%
721.000 · Planning & Zoning - Other	0.00	0.0%
<b>Total 721.000 · Planning &amp; Zoning</b>	-3,783.33	72.98%
<b>738.000 · Recreation Association</b>		
738.100 · Parks & Recreation Contribution	-16,083.29	38.14%
738.702 · Salaries	-300.00	60.0%
738.000 · Recreation Association - Other	0.00	0.0%
<b>Total 738.000 · Recreation Association</b>	-16,383.29	38.75%
954.000 · Insurance & Bond	-2,311.00	76.89%
960.000 · Delinquent Personal Prop Taxes	0.00	0.0%
969.000 · Trans out - Capital Res Fund	0.00	0.0%
970.000 · Transfers out	0.00	0.0%
970.350 · TRANS OUT - DAISEY LANE	0.00	0.0%
980.000 · Transfers Out - Cemetery	0.00	100.0%
<b>Total Expense</b>	-99,476.42	79.44%
<b>Net Ordinary Income</b>	39,164.22	-15.94%

**Conway Township**  
**Profit & Loss Budget vs. Actual**  
April 1, 2020 through February 9, 2021

	<u>\$ Over Budget</u>	<u>% of Budget</u>
Other Income/Expense		
Other Income		
Interest Income	-127.74	36.13%
Other Income	0.00	0.0%
Total Other Income	<u>-127.74</u>	<u>36.13%</u>
Net Other Income	<u>-127.74</u>	<u>36.13%</u>
Net Income	<u><u>39,036.48</u></u>	<u><u>-16.25%</u></u>

4:08 PM

02/09/21

Accrual Basis

## Conway Township - Cemetery Fund #150

## Profit &amp; Loss Budget vs. Actual

April 1, 2020 through February 9, 2021

	Apr 1, '20 - Feb 9, 21	Budget	\$ Over Budget
<b>Income</b>			
500.000 · Transfer from General Fund	30,000.00	30,000.00	0.00
660.000 · Lot sales	4,150.00	5,000.00	-850.00
661.000 · Burial Fee	788.00	1,500.00	-712.00
662.000 · Foundations	264.30	0.00	264.30
664.000 · Interest Income	0.00	5.00	-5.00
674.000 · Donations	8.18	0.00	8.18
690.000 · Other Revenues	0.00	300.00	-300.00
695.00 · Stone Restoration	0.00	0.00	0.00
<b>Total Income</b>	<b>35,210.48</b>	<b>36,805.00</b>	<b>-1,594.52</b>
<b>Expense</b>			
265.960 · Payroll Taxes	0.00	0.00	0.00
265.963 · Property Taxes	161.01	200.00	-38.99
276.702 · Salaries	0.00	5,000.00	-5,000.00
276.801 · Lawn Mowing	12,000.00	14,000.00	-2,000.00
276.850 · Contracted Labor	100.00	5,000.00	-4,900.00
276.860 · Software Fees	8,186.00	0.00	8,186.00
276.930 · Repair & Maintenance	18,583.68	5,000.00	13,583.68
276.955 · Maintenance	600.00	1,000.00	-400.00
276.959 · Construction	0.00	0.00	0.00
276.964 · Reimburse of Burial Site	0.00	0.00	0.00
276.995 · Other	0.00	0.00	0.00
66000 · Payroll Expenses	0.00	0.00	0.00
696 · Military Stone Restoration	0.00	0.00	0.00
993.00 · Stone Preservation	0.00	0.00	0.00
995.000 · Miscellaneous	0.00	0.00	0.00
<b>Total Expense</b>	<b>39,630.69</b>	<b>30,200.00</b>	<b>9,430.69</b>
<b>Net Income</b>	<b>-4,420.21</b>	<b>6,605.00</b>	<b>-11,025.21</b>

4:08 PM

02/09/21

Accrual Basis

## Conway Township - Cemetery Fund #150

## Profit &amp; Loss Budget vs. Actual

April 1, 2020 through February 9, 2021

	<u>% of Budget</u>
<b>Income</b>	
500.000 · Transfer from General Fund	100.0%
660.000 · Lot sales	83.0%
661.000 · Burial Fee	52.5%
662.000 · Foundations	100.0%
664.000 · Interest Income	0.0%
674.000 · Donations	100.0%
690.000 · Other Revenues	0.0%
695.00 · Stone Restoration	0.0%
<b>Total Income</b>	<b>95.7%</b>
<b>Expense</b>	
265.960 · Payroll Taxes	0.0%
265.963 · Property Taxes	80.5%
276.702 · Salaries	0.0%
276.801 · Lawn Mowing	85.7%
276.850 · Contracted Labor	2.0%
276.860 · Software Fees	100.0%
276.930 · Repair & Maintenance	371.7%
276.955 · Maintenance	60.0%
276.959 · Construction	0.0%
276.964 · Reimburse of Burial Site	0.0%
276.995 · Other	0.0%
66000 · Payroll Expenses	0.0%
696 · Military Stone Restoration	0.0%
993.00 · Stone Preservation	0.0%
995.000 · Miscellaneous	0.0%
<b>Total Expense</b>	<b>131.2%</b>
<b>Net Income</b>	<b>-66.9%</b>

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02/09/21

Accrual Basis

**Daisey Lane Assessment Fund #350**  
**Profit & Loss Budget vs. Actual**  
 April 1, 2020 through February 9, 2021

	Apr 1, '20 - Feb 9, 21	Budget	\$ Over Budget
<b>Income</b>			
400 · Special Assessments	3,466.16	0.00	3,466.16
401 · Spec asses - Annual Maint	0.00	0.00	0.00
402 · Spec asses - interest	0.00	0.00	0.00
404 · Payoffs	0.00	0.00	0.00
405 · Sp. Assess - Prin.	0.00	2,200.00	-2,200.00
407 · Sp. Assess - Interest	0.00	20.00	-20.00
409 · Sp. Assess - Maintenance	0.00	3,500.00	-3,500.00
420 · Other Income	163.00	0.00	163.00
440 · Interest Income-Assessments	0.00	0.00	0.00
442 · Interest Income-Bank	0.00	0.00	0.00
699.101 · Trans in - GF	0.00	0.00	0.00
<b>Total Income</b>	<b>3,629.16</b>	<b>5,720.00</b>	<b>-2,090.84</b>
<b>Expense</b>			
600 · Road Maintenance Expense	3,100.00	2,000.00	1,100.00
604 · Road Plowing/Salting	1,678.00	1,900.00	-222.00
610 · Bank Charges	0.00	0.00	0.00
66000 · Payroll Expenses	0.00	0.00	0.00
700 · Admin fees	0.00	65.00	-65.00
710 · Publishing	0.00	0.00	0.00
725 · Legal Fees	0.00	500.00	-500.00
751 · Office Supplies	0.00	0.00	0.00
995.101 · Trans out - GF	0.00	0.00	0.00
<b>Total Expense</b>	<b>4,778.00</b>	<b>4,465.00</b>	<b>313.00</b>
<b>Net Income</b>	<b>-1,148.84</b>	<b>1,255.00</b>	<b>-2,403.84</b>

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02/09/21

Accrual Basis

## Daisey Lane Assessment Fund #350

### Profit & Loss Budget vs. Actual

April 1, 2020 through February 9, 2021

	% of Budget
Income	
400 · Special Assessments	100.0%
401 · Spec asses - Annual Maint	0.0%
402 · Spec asses - interest	0.0%
404 · Payoffs	0.0%
405 · Sp. Assess - Prin.	0.0%
407 · Sp. Assess - Interest	0.0%
409 · Sp. Assess - Maintenance	0.0%
420 · Other Income	100.0%
440 · Interest Income-Assessments	0.0%
442 · Interest Income-Bank	0.0%
699.101 · Trans in - GF	0.0%
Total Income	63.4%
Expense	
600 · Road Maintenance Expense	155.0%
604 · Road Plowing/Salting	88.3%
610 · Bank Charges	0.0%
66000 · Payroll Expenses	0.0%
700 · Admin fees	0.0%
710 · Publishing	0.0%
725 · Legal Fees	0.0%
751 · Office Supplies	0.0%
995.101 · Trans out - GF	0.0%
Total Expense	107.0%
Net Income	-91.5%



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02/09/21

Accrual Basis

## Conway Township - Road Fund #201

## Profit &amp; Loss Budget vs. Actual

April 1, 2020 through February 9, 2021

	Apr 1, '20 - Feb 9, 21	Budget	\$ Over Budget
<b>Income</b>			
402.000 · Taxes - Road Millage	86,545.66	170,000.00	-83,454.34
573.000 · LCSA PPT Reimbursement	0.00	0.00	0.00
664.000 · Interest Income	176.25	300.00	-123.75
671 · Misc revenue	0.00	0.00	0.00
695.000 · Road Commission Refunds	0.00	0.00	0.00
<b>Total Income</b>	<b>86,721.91</b>	<b>170,300.00</b>	<b>-83,578.09</b>
<b>Expense</b>			
Service Fee	0.00	0.00	0.00
253.726 · Treasurer's Office Supplies	0.00	0.00	0.00
66000 · Payroll Expenses	0.00	0.00	0.00
954.000 · Supplies	0.00	0.00	0.00
955.000 · Chloriding	102,290.96	100,000.00	2,290.96
967.000 · Construction	202,154.33	70,000.00	132,154.33
968.000 · Delinquent Personal Prop Taxes	0.00	0.00	0.00
999.000 · Transfer out - General Fund	0.00	0.00	0.00
<b>Total Expense</b>	<b>304,445.29</b>	<b>170,000.00</b>	<b>134,445.29</b>
<b>Net Income</b>	<b>-217,723.38</b>	<b>300.00</b>	<b>-218,023.38</b>

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02/09/21

Accrual Basis

**Conway Township - Road Fund #201**  
**Profit & Loss Budget vs. Actual**  
April 1, 2020 through February 9, 2021

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	<u>% of Budget</u>
<b>Income</b>	
402.000 · Taxes - Road Millage	50.9%
573.000 · LCSA PPT Reimbursement	0.0%
664.000 · Interest Income	58.8%
671 · Misc revenue	0.0%
695.000 · Road Commission Refunds	0.0%
<b>Total Income</b>	<u>50.9%</u>
<b>Expense</b>	
Service Fee	0.0%
253.726 · Treasurer's Office Supplies	0.0%
66000 · Payroll Expenses	0.0%
954.000 · Supplies	0.0%
955.000 · Chloriding	102.3%
967.000 · Construction	288.8%
968.000 · Delinquent Personal Prop Taxes	0.0%
999.000 · Transfer out - General Fund	0.0%
<b>Total Expense</b>	<u>179.1%</u>
<b>Net Income</b>	<u><u>-72,574.5%</u></u>



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www.chase.com/cardhelp



Customer Service:  
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REC'D FEB 02 2021

## ACCOUNT ACTIVITY

Date of Transaction      Merchant Name or Transaction Description      \$ Amount

12/28	CMC TELECOM AND INTERNET 231-206-5069 MI	190.17 ✓
01/06	ATT*BILL PAYMENT 800-288-2020 TX TODD A ANDERSON TRANSACTIONS THIS CYCLE (CARD 8022) \$302.12	111.95 ✓
01/15	Payment ThankYou Image Check	-1,328.31
01/04	ADOBE ACROPRO SUBS 800-443-8158 CA	54.03 ✓
01/04	AMZN Mktp US*IB1136ZU3 Amzn.com/bill WA	31.50 ✓
01/04	AMZN Mktp US*OY86H31W3 Amzn.com/bill WA	31.50 ✓
01/04	AMZN Mktp US*1Z4UL4WM3 Amzn.com/bill WA	14.45 ✓
01/21	INTERNATIONAL INSTITUTE O 909-9444162 CA ELIZABETH WHITT TRANSACTIONS THIS CYCLE (CARD 3154) \$1021.83- INCLUDING PAYMENTS RECEIVED	175.00 ✓

rice  
1.94

### 2021 Totals Year-to-Date

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

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

## INTEREST CHARGES

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

Balance Type	Annual Percentage Rate (APR)	Balance Subject To Interest Rate	Interest Charges	rice
<b>PURCHASES</b>				
Purchases	26.24%(v)(d)	- 0 -	- 0 -	2.69
<b>CASH ADVANCES</b>				
Cash Advances	26.24%(v)(d)	- 0 -	- 0 -	
<b>BALANCE TRANSFERS</b>				
Balance Transfer	26.24%(v)(d)	- 0 -	- 0 -	

31 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.

\*Includes interest charges on Late or Return Payment fees.

\*\*This My Chase Loan has expired. Interest will continue to accrue on this My Chase Loan balance until it is paid in full.

rice  
9.19

Sold by: 1507 - makers of veeva, snap, score and find it (seller promise)



## Invoice

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

Invoice # 41590  
Invoice date 1/19/2021

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

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

*See Page 2 for itemized breakdown*

<b>Previous balance</b>	<b>\$1,363.30</b>
Payments and other transactions	(\$1,363.30)
Total fees	\$2,013.00
Total expenses	\$0.00
Interest	\$0.00
<b>Total new charges</b>	<b>\$2,013.00</b>
<b>Balance Due</b>	<b>\$2,013.00</b>

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

Conway Township  
8015 N. Fowlerville Rd.  
P.O. Box 1157  
Fowlerville, MI 48836  
GENERAL- Atten: Clerk

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

Previous balance	\$1,363.30
Payments	(\$1,363.30)
New charges	\$2,013.00
<b>Balance due</b>	<b>\$2,013.00</b>

Payment amount \$ \_\_\_\_\_

**PAYMENT OPTIONS**

Check # \_\_\_\_\_

**-OR-**

Credit Card Number \_\_\_\_\_

Cardholder's Name \_\_\_\_\_

Visa \_\_\_\_ MasterCard \_\_\_\_ American Express \_\_\_\_

Expiration Date \_\_\_\_/\_\_\_\_ CVV \_\_\_\_

Professional Services

	<u>Hours</u>	<u>Amount</u>
12/2/2020 AHC Review OMA changes; complete amendments to Remote Part Policy; email to Liz	2.00	\$330.00
12/3/2020 AHC Revisions to Event Barn additions to Article 13/Spec Use per PC input from Nov meeting; review parking provisions of Art 15; updates to List; recommendations to PC; all to Mike for PC meeting; email to R Sanford at Liv Cnty Planning	2.30	\$379.50
12/7/2020 AHC Finish updating list of pending ordinance amendments; emails from/to Mike; rev and approve agenda for PC meeting; correspond with R Sanford at LCPC	1.20	\$198.00
12/8/2020 AHC Begin prep of Liv Cnty Zon Ord Amendment form (x5) for LCPC	1.00	\$165.00
12/9/2020 AHC Review updated MDHHS Orders re public meetings; advise Mike, Liz; email, telephone conf so discuss; email to LCPC re PC meeting canceled; brief review of Bd meeting materials	1.30	\$214.50
12/14/2020 EEM Reviewed SB 1246 re likely changes to Open Meetings Act, legislation still pending; identify changes to proposed policy if passed	0.75	\$123.75
12/15/2020 AHC Email to Liz re SB1246; discussion other issues with Liz	0.48	\$79.75
12/16/2020 AHC Research and advise Liz re sev matters	1.30	\$214.50
1/4/2021 EEM Review changes to Act 254 re remote policy and edit township policy	0.67	\$110.00
AHC Review Policy and Resolution lists; update attny records	0.40	\$66.00
1/18/2021 AHC Finalize Remote Participation Policy Amendment; email to Liz for Board approval	0.80	\$132.00
For professional services rendered	12.20	\$2,013.00
Previous balance		\$1,363.30
<u>Accounts receivable transactions</u>		
12/22/2020 Payment - Thank You. Check No. 11314		(\$1,363.30)
Total payments and adjustments		(\$1,363.30)
<b>Balance due</b>		<b>\$2,013.00</b>

**2021-2022 Community Recreation Budget Approval  
Status Form**

Governmental Unit \_\_\_\_\_

\_\_\_\_\_ The 2021-2022 Community Recreation Budget Proposal was approved.

\_\_\_\_\_ No action has been taken at this time.

Signature \_\_\_\_\_ Date \_\_\_\_\_

Title \_\_\_\_\_

**Please submit this form along with a copy of the minutes from the meeting at which the  
vote on the budget took place and mail both to:**

Lauri Coe  
Fowlerville Community Schools  
7677 Sharpe Road, Suite A  
Fowlerville, MI 48836

# RECREATION BUDGET -- CURRENT AND PROPOSED

	2020-2021 Current Budget		2021-2022 Proposed Budget
SAL RECREATION DIR	\$48,325.00	1% increase	<b>\$48,808.00</b>
C/S ASSIST SUPERV/REC	\$24,767.00	2.5% increase	<b>\$25,386.00</b>
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	\$14,200.00	Estimated	<b>\$14,300.00</b>
DENTAL/REC	\$1,600.00	Estimated	<b>\$1,500.00</b>
VISION/REC	\$330.00		\$330.00
RETIREMENT/REC	\$17,140.00		\$17,140.00
RETIRE CUSTODIDAN/REC	\$784.00		\$784.00
RETIRE FLD MAINT/REC	\$571.00		\$571.00
FICA/RECREATION	\$5,886.80		\$5,887.00
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
<b>Project Programs Expense</b>	<b>\$280,780.80</b>		<b>\$281,883.00</b>
<b>Projected Program Revenue</b>	<b>\$168,080.00</b>		<b>\$168,080.00</b>
<b>Proposed Program Increase</b>			<b>\$7,725.00</b>
<b>Projected Net Cost</b>	<b>\$112,700.80</b>		<b>\$106,078.00</b>
Total Increase/(Decrease)for Proposed Budget			(\$6,622.80)

# Fowlerville Community Schools

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

February 4, 2021

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 2021-2022 recreation budget that was discussed at the January 27, 2021 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, 2021.

Thank you for your continued support.

Sincerely,



Lauri Coe, FCS  
Financial Director

Enclosure





**P.O. Box 598  
Fowlerville, MI 48836**

**Phone: (517) 223-3929  
Fax: (517) 223-3929  
Email: fvseniors@yahoo.com**

Conway Township  
8015 N Fowlerville  
Fowlerville, MI 48836

January 20, 2021

Dear Conway Township,

The Fowlerville Senior Center is requesting financial support again this year due to cutbacks in senior services by the State of Michigan.

As a 501(c)(3) Non-profit Agency, the Fowlerville Senior Center provides many services to all seniors residing in the Village and Webberville, as well as Handy, Conway, Iosco, Howell, Cohoctah, Locke and Leroy Townships.

The COVID 19 Pandemic has impacted us greatly. We work hard at trying to maintain are programs and activities including distribution for meals on wheels, low impact and stretch exercise, outreach, bingo, dice games, cards, tax preparation, coffee club, bread delivery, Gleaners food delivery, birthday celebrations, speakers and special events. All within a six-hour day from 8a.m. to 2p.m.

The Center is the only one in Livingston county that owns and maintains its building and parking lot and pays for utilities, phones, repairs, snowplowing and insurance.

Fundraising, membership dues, private donations and rent from a driving school contribute to a portion of the daily operations at our Center.

However, these funding sources are unable to meet the increasing demands for programs, activities and services for all seniors in the community requesting them.

Therefore, the Fowlerville Senior Center is asking to be placed on the budget agenda for financial support in 2021 in order to continue the work we do on behalf of the growing number of seniors in the Community.

Sincerely,

Dean Snider  
Board President Fowlerville Senior Center  
and  
Fowlerville Senior Center Board Members

## OUTSIDE SERVICES AGREEMENT

### SNOW REMOVAL 2020-2021 Season

This agreement is hereby made by and between Robert Moe, doing business as Great Lakes outdoor Solutions. ("Contractor"), whose address is 417 S. Grand Avenue Fowlerville, Michigan 48836 and Conway Township, a Michigan General Law Township ("Township"), whose address is 8015 N. Fowlerville Road, PO Box 1157, Fowlerville, Michigan 48836.

1. **Services.** Contractor hereby agrees to provide all snow plowing and salting services required by Township for the 2020-2021 winter season for the Site, which services include the clearing of ice, sleet, and snow ("Services"). The "Site" shall be the township hall parking.
2. **Compensation.** In consideration for Contractor's Services, Contractor shall be entitled to compensation as follows:

Plowing:	\$50	per push.
Salting:	\$90	per salt.

The salt cost identified above is subject to the Salt Availability clause below. Upon the submission of a written invoice evidencing Services performed, Contractor shall be paid monthly in accordance with regular Township payment policies.

3. **Term.** Contractor agrees to perform the Services for the 2020-2021 winter season based on the requirements of the Site beginning on the Effective Date and no later than April 30, 2021.
4. **Standards.** Plowing shall occur when three (3) inches or more of snow, sleet, or a combination thereof accumulates on the ground. Salting shall occur when one-half (1/2) inch of snow, sleet, freezing rain or a combination thereof accumulates on the ground. Salting shall occur as necessary to maintain the Site in a "slip free" condition. Services shall be performed before 9:00 am, weather permitting. Snow and sleet must be removed from the ground and placed in a manner which does not create snow piles or mounds which may cause dangerous conditions. Contractor is responsible for checking the Site to determine when and what type of Services are necessary to be performed. No additional work shall be performed unless agreed to in advance by both parties in writing.
5. **Salt Availability.** The Compensation identified above for Salting is subject to significant change in market conditions due to the availability of salt. Should the price of salt double any time after the Effective Date of this contract, the Compensation due Contractor for Salting shall be adjusted to account for the increase in cost to Contractor. Contractor shall provide notice and proof to Township of its election of this paragraph.
6. **Competent Work.** All Services will be performed in a competent fashion in accordance with applicable standards of the profession. Services are subject to verification by the Township prior to payment.
7. **Withholding.** Contractor is an independent contractor and compensation paid pursuant to this agreement shall not be subject to the customary withholding of income taxes and other employment taxes. Contractor shall be solely responsible for reporting and paying any taxes. Nothing stated herein shall be construed to create an employer-employee relationship partnership, or joint venture relationship between the Township and Contractor.

8. **Equipment.** Contractor shall provide all equipment necessary for the performance of the Services. Contractor shall keep all equipment insured at all times, and shall be solely responsible for the cost of maintaining, repairing, and fueling the equipment.
9. **Problems.** Should Contractor become aware of any problem or issue with the Contractor's performance of the Services, Contractor shall immediately notify Township.
10. **Assignment and Delegation.** Contractor may not assign or subcontract any rights or obligations under this agreement without the prior written permission of Township, which shall not be unreasonably withheld.
11. **Insurance Requirements.** Contractor at Contractor's sole expense shall procure and maintain commercial general liability insurance, including personal injury, bodily injury, death and property damage, with a combined limit of at least one million dollars (\$1,000,000) and any workers' compensation insurance as required by law. Such insurance shall insure, on an occurrence basis, against all liability of Contractor arising out of or in connection with performance of the Services by Contractor. Conway Township and its elected officials, officers, board members, agents and employees shall be named as additional insureds on Contractor's policy. Contractor shall provide to the Township a certificate of insurance evidencing the coverage required by this paragraph on or before the Effective Date or before any of the Services are provided. Said certificate shall be kept current and shall evidence at all times an effective and current insurance policy in accordance with this paragraph.
12. **Indemnification.** Contractor agrees to defend, indemnify and hold harmless the Township from any claim, demand, suit, loss, cost, expense, or damage which may be asserted, claimed or recovered against the Township by any party whatsoever which arises out of or is in any way connected with this agreement or the Services.
13. **Default.** In the event either party fails to fulfil an obligation of this agreement, that party may be declared in default upon notice setting forth the alleged default and a failure to cure the default after a period of 10 days. Upon occurrence of a default, this agreement may be terminated and the non-defaulting party shall be entitled to their damages and reasonable costs and attorney fees resulting from the default.
14. **Notice.** Any notice or communication pursuant to this agreement shall be in writing and be deemed effective when personally delivered or deposited, postage prepaid, in the first class mail of the United States properly addressed to the other party at the address set forth below.

a. Notices to Township:

Conway Township  
8015 N. Fowlerville Road  
PO Box 1157  
Fowlerville, Michigan 48836  
517-223-0358

b. Notices to Contractor:

Robert Moe  
Great Lakes Outdoor Solutions  
417 S. Grand Ave.  
Fowlerville, Michigan  
248-513-0196

15. **Entire agreement.** This agreement constitutes the entire agreement between the parties pertaining to its subject matter and it supersedes all prior contemporaneous agreements, representations, and understandings of the parties. No supplement, modification or amendment of this agreement shall be binding unless executed in writing by all parties.
16. **Effective Date.** This agreement shall be effective as of the last day set forth below, unless any prior Service has been performed on the Site since October 1, 2020, in which case the date of that Service shall be the Effective Date.

DATED: 2-8-21

CONTRACTOR:



Robert Moe  
Great Lakes Outdoor Solutions, Owner

DATED: \_\_\_\_\_

CONWAY TOWNSHIP

By: \_\_\_\_\_  
Bill Grubb, Supervisor

By: \_\_\_\_\_  
Elizabeth Whitt, Clerk

**CONWAY TOWNSHIP  
FEE SCHEDULE**

Land Use Permits		current	changed	Notes
	Residential	100.00		
	Commercial	150.00		
	Waiver	20.00		
Wind Energy Permits				
	Small (Residential)	60.00	100.00	
	Medium (Ag/Res)	60.00	100.00	
	Large (Commercial)	150.00	200.00	
Solar Energy permits				new, needs approval
	Building Mounted	0.00	100	
	Ground Mounted	0.00	100	
	Commercial	0.00	200	
Telecommunications		1,000.00		
Private Road				
	Application	600.00		\$3000 escrow
Private Shared Driveway				
	Application Fee	100.00		
	3 inspections	35.00		each
	Driveway Maintenance & Easement Agreement Legal Re	350.00	400.00	\$350 lawyer fee, plus our admin cost
Temporary Dwelling Emergency				
	3 inspections- Site Plan, Verification & Removal	800.00	100.00	to discuss escrow w/ board to potential removal of trailer
Special Use Permits		150.00	200	\$2,500.00 escrow
Site Plan Review		600.00		\$2,500.00 escrow
Home Occupation Class I				
	Application Fee	20.00	25.00	
	Inspection Fee	20.00	25.00	
Special Meeting				
	Township Board of Trustee	150.00		
	Planning Commission	900.00		
Board of Appeals (ZBA)		600.00		500.00 escrow
Rezoning Amendments				
Zoning Amendments				
	Text	800.00		\$2,500.00 escrow
	Map	800.00		\$2,500.00 escrow

Land Division				
	First Division	75.00		
	Each additional division	25.00		
	Application Fee	200.00	225.00	will the committee be eliminated?
	P.A. 116 withdrawal	450.00		
Property Line Adjustment/Combination		125.00		
Property research requests		0.00	20.00	non residents research fee for title companies etc.
Copie	(more than 10 copies)	0.25		
Notary Service (Resident)		5.00		
Notary Service (Non-Resident)		10.00		
Mileage (IRS mileage standards)		varies		
Graves				
	Residents	400.00		
	Non-Residents	800.00		
Burial Cost				
	Full	550.00		
	Child Burial	350.00		
	Cremains	250.00		
	Winter Burials (November 1-April 1 at the discretion of the sexton) Additional	100.00		
	Cremains Vault			
	Compact	38.00		
	Single	44.00		
	Double	72.00		
Headstone Foundations - .50 per sq. inch (minimum \$100)				
	LxWx.50xD=Base + 15% admin fee			
NSF Check Fee		35.00		
Check Replacement Fee		50.00		includes us placing a stop on a check issued by us

**\*\*\*Escrow funds may be used for Attorney Fees, Professional Review and Staff Member Review.**

**Escrow funds may be required to be replenished and additional fees may be incurred.**

**All fees must be paid prior to final approval. Any unused escrow will be refunded.**

Fee Schedule Approved as of November 20, 2018

# GREATLAKES OUTDOOR SOLUTIONS

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

ESTIMATE  
EST0007

DATE  
02/08/2021

TOTAL  
USD \$2,900.00

TO  
**Conway Township**  
clerk@conwaytownship.com

DESCRIPTION	RATE	QTY	AMOUNT
Trimming / pruning of all trees in all 5 cemeteries and Town Hall	\$2,000.00	1	\$2,000.00
Cutting down six dead standing tree's and removal in miller cemetery	\$150.00	6	\$900.00
TOTAL		USD \$2,900.00	

## **CONWAY TOWNSHIP POLICY No. 19**

### **REMOTE PARTICIPATION IN MEETINGS**

The Conway Township Board desires to set up procedures allowing remote participation in meetings for members of a public body pursuant to the Open Meetings Act ("OMA"), MCL 15.2361, et seq., as amended. Accordingly, the Conway Township Board hereby adopts the following policy in compliance with the OMA:

A. Definitions.

1. "Military Duty" means training and service performed by an inductee, enlistee, reservist, or any entrant into a temporary component of the armed forces of the United States, and time spent reporting for and returning from such training and service, or if rejection occurs, from the place of reporting, pursuant to a lawful order.
2. "Public Body" includes but is not limited to the Township Board, Planning Commission, and Zoning Board of Appeals.
3. "Medical Condition" is an illness, injury, disability, or other health-related condition.

B. A meeting of a public body held, in whole or in part, electronically by telephonic or video conference is permitted in the following circumstances:

1. Before March 31, 2021, and retroactive to March 18, 2020, under any circumstances.
2. On March 31, 2021, through December 31, 2021, only under those circumstances requiring accommodation of members absent due to military duty, medical condition, or statewide or local state of emergency or state of disaster. In addition, exceptions for statewide state of emergency or state of disaster may apply only if:
  - a. A statewide or local state of emergency or state of disaster has been declared pursuant to law or local ordinance by the governor or a local official, governing body, or a chief administrative officer that would risk the personal health or safety of the members of the public or public body if the meeting were held in person, and
  - b. The accommodation is to permit electronic attendance of members of the public body who reside in the affected area or to permit the electronic meeting of a public body who usually holds meetings in the affected area.
3. After December 31, 2021, only circumstances requiring accommodation of members absent due to military duty.

C. A meeting of a public body held electronically must be conducted in a manner permitting 2-way communication so that members of the public body can hear and be heard by other members of the public body, and so public participants can hear members of the public body and be heard by members of the public body and other participants during a public comment period. To satisfy this requirement, a public body may use technology to facilitate typed public comments submitted by the public and shared or read aloud to the other members of the public.

D. In addition to regular public notices required by the OMA, advance notice of an electronic meeting must be posted on the Township's website at least 18 hours before the meeting begins. The public notice on the website must be either on the homepage or on a separate webpage dedicated to public notices for special meetings or electronic public meetings that is accessible through a prominent and conspicuous link on the website's homepage that clearly describes its



purpose for special meetings or electronic public meetings. Notice of a public meeting held electronically must clearly explain all of the following:

1. Why the public body is meeting electronically;
  2. How members of the public may participate in the meeting electronically, including with specificity any necessary information to facilitate participation such as telephone number or internet address;
  3. How members of the public may contact members of the public body to provide input and ask questions on any business that will come before the public body at the meeting; and
  4. How persons with disabilities may participate in the meeting.
- E. The agenda for an electronic meeting must be made available to the public at least two hours before the electronic meeting begins on a portion of the Township's website that is fully accessible to the public. The agenda may be subsequently amended.
- F. The Township shall not, as a condition precedent to participating in an electronic meeting, require a person to register or provide his or her name or other information other than mechanisms established and required by the public body necessary to permit the person to participate in a public comment period of the meeting.
- G. For a meeting where there is a remote accommodation for any member absent due to military duty or a medical condition, only those members absent due to military duty or a medical condition may participate remotely. All other members must be physically present at the meeting to participate.
- H. Members of the public body and the public participating electronically in a meeting are considered present and in attendance at the meeting for all purposes including for quorum and voting purposes.
- I. Any voting of the public body when a member is attending remotely shall be by roll call.
- J. Each member of the public body attending a meeting remotely must announce at the beginning of the meeting they are participating remotely, this announcement must be documented in the meeting minutes, and, except for military absence, must identify the County, City, Township, or Village and State from which they are attending remotely.
- K. A member of a public body in remote attendance at a meeting shall be paid for meeting attendance.
- L. For a meeting of a public body held in person prior to April 1, 2021, the public body must:
1. To the extent feasible under the circumstances, ensure adherence to social distancing and mitigation measures recommended by the Centers for Disease Control and Prevention for purposes of preventing the spread of COVID-19, including the measure that an individual remain at least six (6) feet from anyone outside of the individual's household.

2. Adopt heightened standards of facility cleaning and disinfection to limit participant exposure to COVID-19, as well as protocols to clean and disinfect in the event of a positive COVID-19 case in the public body's meeting place.

M. This Policy shall be known as Conway Township Policy No. 19, and any index kept by the Township shall reflect this reference.

Effective February 18, 2020; as amended on December 15, 2020, and January 19, 2021.

I, Elizabeth Whitt, Conway Township Clerk, hereby certify that the above amendments to Conway Township Policy No. 19 was approved at a regular meeting of the Conway Township Board on January 19, 2021.

/s/ \_\_\_\_\_  
Elizabeth Whitt, Conway Township Clerk

**RESOLUTION TO ALLOW TAXPAYERS TO MAIL OR EMAIL PROTESTS TO MARCH BOARD OF  
REVIEW**

**Resolution No. 210216-01**

**Conway Township**

WHEREAS, due to the possibility that the March Board of Review for 2021 may have to be held by electronic remote access.

NOW, THEREFORE, BE IT RESOLVED that Conway Township Board of Trustees does hereby adopt a resolution to set the following policy for 2021 letter of appeals to the Board of Review.

Conway Township property owners may file an appeal of the assessed value of their real or personal property by written letter or email to the Board of Review for consideration. The letter or email will preserve their right to appeal to the Michigan Tax Tribunal. The letter or email must arrive at the township by 6PM on Wednesday, March 10, 2021, the last day of the final scheduled Board of Review hearings.

This date may be changed due to State of Michigan orders or statutes.

The foregoing resolution offered by Board Member \_\_\_\_\_.

Second offered by Board Member \_\_\_\_\_.

Upon roll call vote, the board members voted as follows:

Supervisor Grubb:

Whitt:

Treasurer Grubb:

Pushies:

St.Charles:

The Supervisor declared the resolution adopted at a regular meeting of the board held on February 16, 2021.

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Elizabeth Whitt, Clerk

**Conway Township - Cemetery Fund #150**  
**Profit & Loss Budget vs. Actual**  
April 1, 2020 through February 10, 2021

	<b>Apr 1, '20 - Feb 10, 21</b>	<b>Budget</b>	<b>Amendment</b>	<b>\$ Over Budget</b>
<b>Income</b>				
500.000 · Transfer from General Fund	30,000.00	30,000.00		0.00
660.000 · Lot sales	4,150.00	5,000.00		-850.00
661.000 · Burial Fee	788.00	1,500.00		-712.00
662.000 · Foundations	264.30	0.00		264.30
664.000 · Interest Income	0.00	5.00		-5.00
674.000 · Donations	8.18	0.00		8.18
690.000 · Other Revenues	0.00	300.00		-300.00
695.00 · Stone Restoration	0.00	0.00		0.00
<b>Total Income</b>	<b>35,210.48</b>	<b>36,805.00</b>		<b>-1,594.52</b>
<b>Expense</b>				
265.960 · Payroll Taxes	0.00	0.00		0.00
265.963 · Property Taxes	161.01	200.00		-38.99
276.702 · Salaries	0.00	5,000.00		-5,000.00
276.801 · Lawn Mowing	12,000.00	14,000.00		-2,000.00
276.850 · Contracted Labor	100.00	5,000.00		-4,900.00
276.860 · Software Fees	8,186.00	0.00	8200	8,186.00
276.930 · Repair & Maintenance	18,583.68	5,000.00	14000	13,583.68
276.955 · Maintenance	600.00	1,000.00		-400.00
276.959 · Construction	0.00	0.00		0.00
276.964 · Reimburse of Burial Site	0.00	0.00		0.00
276.995 · Other	0.00	0.00		0.00
66000 · Payroll Expenses	0.00	0.00		0.00
696 · Military Stone Restoration	0.00	0.00		0.00
993.00 · Stone Preservation	0.00	0.00		0.00
995.000 · Miscellaneous	0.00	0.00		0.00
<b>Total Expense</b>	<b>39,630.69</b>	<b>30,200.00</b>	<b>22,200.00</b>	<b>9,430.69</b>
<b>Net Income</b>	<b>-4,420.21</b>	<b>6,605.00</b>	<b>-22,200.00</b>	<b>-11,025.21</b>

**Conway Township - Road Fund #201**  
**Profit & Loss Budget vs. Actual**  
April 1, 2020 through February 10, 2021

	<u>Apr 1, '20 - Feb 10, 21</u>	<u>Budget</u>	<u>Amendments</u>	<u>\$ Over Budget</u>	<u>% of Budget</u>
<b>Income</b>					
402.000 · Taxes - Road Millage	86,545.66	170,000.00		-83,454.34	50.91%
573.000 · LCSA PPT Reimbursement	0.00	0.00		0.00	0.0%
664.000 · Interest Income	176.25	300.00		-123.75	58.75%
671 · Misc revenue	0.00	0.00		0.00	0.0%
695.000 · Road Commission Refunds	0.00	0.00		0.00	0.0%
<b>Total Income</b>	<b>86,721.91</b>	<b>170,300.00</b>		<b>-83,578.09</b>	<b>50.92%</b>
<b>Expense</b>					
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	102,290.96	100,000.00	2,300.00	2,290.96	102.29%
967.000 · Construction	202,154.33	70,000.00	132,200.00	132,154.33	288.79%
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%
<b>Total Expense</b>	<b>304,445.29</b>	<b>170,000.00</b>	<b>134,500.00</b>	<b>134,445.29</b>	<b>179.09%</b>
<b>Net Income</b>	<b>-217,723.38</b>	<b>300.00</b>	<b>-134,500.00</b>	<b>-218,023.38</b>	<b>-72,574.46%</b>