

Conway Township

Regular Meeting

November 15, 2022

7:00 pm

AGENDA

Call to Order and Pledge of Allegiance

Roll Call

Consent Agenda Approval

1. Approve 10/18/2022 Meeting Minutes
2. Account Reconciliations
3. Disbursements/Payroll Report/Budget Report
4. Hall Rental Report
5. Zoning Administrator Report

Call to the Public

Approval of Board Meeting Agenda

Communications

6. Internet

Unfinished Business

7. Road Commission Pavement Improvement Project for 2023
8. Flag Pole
9. Gravel Roads
10. Sound System
11. Drains at Large
12. Board Table and Lectern
13. Janitorial Bids
14. Fowlerville Senior Center Report

New Business

15. Snow Bids
16. Dawn Patrol

Board Member Discussion

Call to the Public

Adjournment

CONWAY TOWNSHIP POLICY No. 7

PUBLIC COMMENT AND CONDUCT POLICY

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

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

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

Unapproved Minutes
Of the October 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.

Roll call: Clerk Elizabeth Whitt, Trustee Richard Hohenstein, Trustee George Pushies, Supervisor William Grubb,

Absent: Treasurer Debra Grubb

Consent Agenda approved by roll call: Pushies – no, Hohenstein – yes, W. Grubb – yes Whitt – yes. Motion approved.

Call to the public: three attendees spoke regarding enforcement officer, county commissioner and solar farms.

Motion to approve the Board Meeting Agenda with the following amendment: Add items 17 – Chairs. Motion by Hohenstein, supported by Whitt. Motion approved.

Motion to accept the audit report as presented made by Whitt, supported by Hohenstein. Motion approved.

Motion to spend up to \$1000 on new chairs made by Whitt, supported by W Grubb. Roll Call: W Grubb – yes, Whitt – yes, Hohenstein – yes, Pushies – yes. Motion approved.

Call to the public: 5 attendees spoke regarding Superintendent letter, solar power, parking lot entry, fentanyl signs, property taxes

Motion to adjourn at 8:50 p.m. Motion by Whitt. Support by Pushies. Motion approved.

Elizabeth Whitt, Township Clerk

Gabi Bresett, Township Deputy Clerk

11/08/22

Conway Township - Cemetery Fund #150
Reconciliation Summary
003.000 · BofAA - Cemetery, Period Ending 10/31/2022

12:22 PM

Oct 31, 22

Beginning Balance	63,588.03
Cleared Transactions	
Checks and Payments - 3 items	-9,759.20
Deposits and Credits - 5 items	33,423.03
Total Cleared Transactions	<u>23,663.83</u>
Cleared Balance	<u><u>87,251.86</u></u>
Uncleared Transactions	
Deposits and Credits - 1 item	0.00
Total Uncleared Transactions	<u>0.00</u>
Register Balance as of 10/31/2022	<u><u>87,251.86</u></u>
New Transactions	
Checks and Payments - 1 item	-1,400.00
Total New Transactions	<u>-1,400.00</u>
Ending Balance	<u><u>85,851.86</u></u>

12:01 PM

11/08/22

Conway Township
Reconciliation Summary
000-002 · BofAA - Dog License, Period Ending 10/31/2022

	<u>Oct 31, 22</u>
Beginning Balance	292.54
Cleared Transactions	
Checks and Payments - 2 items	-290.00
Deposits and Credits - 2 items	50.02
	<u> </u>
Total Cleared Transactions	-239.98
	<u> </u>
Cleared Balance	52.56
	<u> </u>
Register Balance as of 10/31/2022	52.56
Ending Balance	52.56

Conway Township Reconciliation Summary

016.000 · BofAA - General Fund, Period Ending 10/31/2022

	Oct 31, 22
Beginning Balance	357,389.51
Cleared Transactions	
Checks and Payments - 15 items	-64,885.57
Deposits and Credits - 17 items	12,743.08
Total Cleared Transactions	-52,142.49
Cleared Balance	305,247.02
Uncleared Transactions	
Checks and Payments - 7 items	-2,057.32
Deposits and Credits - 1 item	0.00
Total Uncleared Transactions	-2,057.32
Register Balance as of 10/31/2022	303,189.70
New Transactions	
Checks and Payments - 13 items	-3,160.04
Deposits and Credits - 4 items	267.34
Total New Transactions	-2,892.70
Ending Balance	300,297.00

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11/08/22

Conway Township - Road Fund #201
Reconciliation Summary
005.000 · BofAA - Road Fund, Period Ending 10/31/2022

	<u>Oct 31, 22</u>
Beginning Balance	1,984.48
Cleared Transactions	
Deposits and Credits - 1 item	<u>0.26</u>
Total Cleared Transactions	<u>0.26</u>
Cleared Balance	<u>1,984.74</u>
Register Balance as of 10/31/2022	1,984.74
Ending Balance	1,984.74

12:31 PM

11/08/22

Conway Township - Road Fund #201
Reconciliation Summary
005.001 · Road Savings, Period Ending 10/31/2022

	<u>Oct 31, 22</u>
Beginning Balance	118,677.85
Cleared Transactions	
Deposits and Credits - 1 item	<u>36.25</u>
Total Cleared Transactions	<u>36.25</u>
Cleared Balance	<u>118,714.10</u>
Register Balance as of 10/31/2022	118,714.10
Ending Balance	118,714.10

Conway Township Trust & Agency Fund #701
Reconciliation Summary
001.000 · BofAA Trust & Agency Ckg, Period Ending 10/31/2022

	<u>Oct 31, 22</u>
Beginning Balance	26,708.18
Cleared Transactions	
Checks and Payments - 3 items	-600.00
Deposits and Credits - 6 items	1,753.54
Total Cleared Transactions	<u>1,153.54</u>
Cleared Balance	<u><u>27,861.72</u></u>
Uncleared Transactions	
Deposits and Credits - 1 item	<u>0.00</u>
Total Uncleared Transactions	<u>0.00</u>
Register Balance as of 10/31/2022	<u><u>27,861.72</u></u>
New Transactions	
Checks and Payments - 3 items	<u>-5,139.50</u>
Total New Transactions	<u>-5,139.50</u>
Ending Balance	<u><u>22,722.22</u></u>

1:18 PM

11/08/22

Conway Township Reconciliation Summary

002.000 - Chase - Building Fund, Period Ending 10/31/2022

	<u>Oct 31, 22</u>
Beginning Balance	133,198.13
Cleared Transactions	
Deposits and Credits - 1 item	<u>5.62</u>
Total Cleared Transactions	<u>5.62</u>
Cleared Balance	<u>133,203.75</u>
Register Balance as of 10/31/2022	133,203.75
Ending Balance	133,203.75

1:08 PM

11/08/22

**Conway Township
Reconciliation Summary**

008.001 · Flagstar Contingent CD, Period Ending 10/31/2022

	<u>Oct 31, 22</u>
Beginning Balance	195,711.70
Cleared Balance	195,711.70
Register Balance as of 10/31/2022	195,711.70
Ending Balance	195,711.70

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11/08/22

Conway Township Reconciliation Summary

003.000 · Huntington - Cont Acct #2, Period Ending 10/31/2022

	<u>Oct 31, 22</u>
Beginning Balance	235,999.37
Cleared Transactions	
Checks and Payments - 1 item	-5.00
Deposits and Credits - 1 item	60.13
Total Cleared Transactions	<u>55.13</u>
Cleared Balance	<u>236,054.50</u>
Register Balance as of 10/31/2022	236,054.50
Ending Balance	236,054.50

1:14 PM

11/08/22

Conway Township Reconciliation Summary

015.000 · Independent Bank - ARPA Funds, Period Ending 10/31/2022

	<u>Oct 31, 22</u>
Beginning Balance	379,370.27
Cleared Balance	379,370.27
Register Balance as of 10/31/2022	379,370.27
Ending Balance	379,370.27

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11/08/22

Conway Township
Reconciliation Summary
009.000 · MSUFCU CD, Period Ending 10/31/2022

	<u>Oct 31, 22</u>
Beginning Balance	240,426.74
Cleared Transactions	
Deposits and Credits - 1 item	<u>132.52</u>
Total Cleared Transactions	<u>132.52</u>
Cleared Balance	<u>240,559.26</u>
Register Balance as of 10/31/2022	240,559.26
Ending Balance	240,559.26

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11/08/22

Conway Township Reconciliation Summary

009.001 · MSUFCU Saver, Period Ending 10/31/2022

	<u>Oct 31, 22</u>
Beginning Balance	5.00
Cleared Balance	5.00
Register Balance as of 10/31/2022	5.00
Ending Balance	5.00

Conway Township Check Detail

October 11 through November 7, 2022

Type	Num	Date	Name	Item	Account	Paid Amount	Original Amount
Check	ach	10/18/2022	Municipal Emplo...		016.000 · BofAA - G...		-800.51
					204.000 · Payroll Lia...	-800.51	800.51
TOTAL						-800.51	800.51
Check	ach	10/20/2022	American Express		016.000 · BofAA - G...		-10,177.69
					266.103 · Attorney	-4,261.50	4,261.50
					721.969 · Seminars ...	-1,575.00	1,575.00
					102.726 · Supplies	-241.29	241.29
					265.146 · Equipmen...	-481.36	481.36
					265.859 · Internet & ...	-532.79	532.79
					102.801 · Mmbrshps...	-50.97	50.97
					215.969 · Seminars ...	-135.45	135.45
					171.969 · Seminars ...	-135.45	135.45
					253.969 · Seminars ...	-503.86	503.86
					265.146 · Equipmen...	-1,760.02	1,760.02
					276.930 · Repair & ...	-500.00	500.00
TOTAL						-10,177.69	10,177.69
Check	ACH	11/01/2022	DTE Energy		016.000 · BofAA - G...		-214.44
					265.920 · Utilities	-214.44	214.44
TOTAL						-214.44	214.44
Check	eft	10/12/2022	Conway Township		016.000 · BofAA - G...		-30,000.00
					980.000 · Transfers ...	-30,000.00	30,000.00
TOTAL						-30,000.00	30,000.00
Check	12194	10/25/2022	CIB Planning		016.000 · BofAA - G...		-4,839.00
					266.721 · Planning ...	-2,685.25	2,685.25
					266.000 · Profession...	-2,153.75	2,153.75
TOTAL						-4,839.00	4,839.00

Conway Township Check Detail

October 11 through November 7, 2022

Type	Num	Date	Name	Item	Account	Paid Amount	Original Amount
Check	12195	10/25/2022	FBA		016.000 · BofAA - G...		-100.00
					102.801 · Mmbrshps...	-100.00	100.00
TOTAL						-100.00	100.00
Check	12196	10/25/2022	R.I. Thomas Proper...		016.000 · BofAA - G...		-560.00
					265.935 · Building M...	-560.00	560.00
TOTAL						-560.00	560.00
Check	12197	10/25/2022	Elizabeth Whitt		016.000 · BofAA - G...		-401.73
					102.970 · Mileage	-353.75	353.75
					265.146 · Equipmen...	-47.98	47.98
TOTAL						-401.73	401.73
Check	12198	10/19/2022	FES		016.000 · BofAA - G...		-400.00
					265.859 · Internet & ...	-400.00	400.00
TOTAL						-400.00	400.00
Check	12199	11/01/2022	State of Michigan		016.000 · BofAA - G...		-50.00
					171.969 · Seminars ...	-50.00	50.00
TOTAL						-50.00	50.00
Check	12200	11/01/2022	Brande Nogafsky		016.000 · BofAA - G...		-50.00
					257.969 · Seminars ...	-50.00	50.00
TOTAL						-50.00	50.00
Check	12201	11/01/2022	Michigan Municipa...		016.000 · BofAA - G...		-198.00
					253.969 · Seminars ...	-198.00	198.00
TOTAL						-198.00	198.00

9:53 AM

11/08/22

Conway Township
Check Detail
October 11 through November 7, 2022

<u>Type</u>	<u>Num</u>	<u>Date</u>	<u>Name</u>	<u>Item</u>	<u>Account</u>	<u>Paid Amount</u>	<u>Original Amount</u>
Check	12202	11/01/2022	MTA		016.000 · BofAA - G...		-200.00
					253.969 · Seminars ...	-200.00	200.00
TOTAL						-200.00	200.00
Check	12203	11/01/2022	Lingo		016.000 · BofAA - G...		-104.24
					265.859 · Internet & ...	-104.24	104.24
TOTAL						-104.24	104.24

**Conway Township
Journal
November 18, 2022**

<u>Trans #</u>	<u>Type</u>	<u>Date</u>	<u>Num</u>	<u>Memo</u>	<u>Account</u>	<u>Debit</u>	<u>Credit</u>
12848	General Jo...	11/18/202	Oct p...		016.000 · BofAA - General Fund		13,936.54
					016.000 · BofAA - General Fund		248.79
					102.704 · Payroll Taxes	1,338.21	
					102.710 · Payroll Billing	248.79	
					103.702 · Salaries Wages	391.99	
					171.702 · Salaries	2,026.75	
					204.000 · Payroll Liabilities		787.30
					210 · Federal PRT Liability		3,439.01
					215.703 · Deputies Wages	1,305.00	
					218 · Michigan Withholding Lia...		668.68
					253.702 · Salaries & Wages	2,172.91	
					253.703 · Deputies Salaries	1,010.00	
					257.702 · Salaries	3,263.33	
					262.702 · Salaries & Wages	2,799.00	
					265.702 · Hall Monitor Salary	150.00	
					276.702 · Salaries	395.00	
					721.702 · Salaries	1,670.00	
					215.702 · Salaries & Wages	2,309.34	
					016.000 · BofAA - General Fund		4,107.69
					210 · Federal PRT Liability	3,439.01	
					218 · Michigan Withholding Lia...	668.68	
						23,188.01	23,188.01
TOTAL						23,188.01	23,188.01

2:33 PM

11/09/22

**Conway Township
Journal
November 18, 2022**

Filters applied on this Report:

Date: Custom

Conway Township Profit & Loss Budget vs. Actual April 2022 through March 2023

	Apr '22 - Mar 23	Budget	\$ Over Budget	% of Budget
Ordinary Income/Expense				
Income				
366.350 · Trans in - Daisy Lane Fund	0.00	0.00	0.00	0.0%
366.450 · Trans in - Trust & Agency	200.00	0.00	200.00	100.0%
402.000 · Taxes - General	6,023.40	120,000.00	-113,976.60	5.0%
403.000 · Taxes - Admin fees	20,024.80	41,000.00	-20,975.20	48.8%
409.000 · Taxes - SET fee	0.00	700.00	-700.00	0.0%
411.000 · Dog licenses	18.00	40.00	-22.00	45.0%
435.000 · Sale of assets	0.00	0.00	0.00	0.0%
450.000 · Fees, Licenses & Permits	8,943.25	8,000.00	943.25	111.8%
455.000 · Research Fees	0.00	200.00	-200.00	0.0%
573.000 · LCSA PPT Reimbursement	4,771.31	0.00	4,771.31	100.0%
574.000 · State Revenue Sharing	122,646.00	343,130.00	-220,484.00	35.7%
664.000 · Interest & Dividends	1,362.81	1,350.00	12.81	100.9%
667.000 · Rent	1,425.00	1,500.00	-75.00	95.0%
671.000 · Misc. Revenues	0.00	500.00	-500.00	0.0%
675.000 · American Rescue Plan Funds	189,682.97	189,687.30	-4.33	100.0%
679.000 · Election Grant - HAVA	0.00	0.00	0.00	0.0%
680.000 · Election Reimburse	0.00	1,000.00	-1,000.00	0.0%
699.101 · Due from Eva Lane	-31,350.00			
699.701 · Transfer In - Trust & Agency	0.00	0.00	0.00	0.0%
700.701 · Escrow Revenues	0.00	0.00	0.00	0.0%
Total Income	323,747.54	707,107.30	-383,359.76	45.8%
Gross Profit	323,747.54	707,107.30	-383,359.76	45.8%
Expense				
102.000 · Unallocated				
102.702 · Office Assistant Salary	36.00	18,000.00	-17,964.00	0.2%
102.704 · Payroll Taxes	8,185.77	12,000.00	-3,814.23	68.2%
102.710 · Payroll Billing	1,383.12	2,000.00	-616.88	69.2%
102.726 · Supplies	1,146.19	3,500.00	-2,353.81	32.7%
102.801 · Mmbrshps, Sft. Lic. & Dues	5,971.49	6,500.00	-528.51	91.9%
102.805 · Appropriation Senior Center	2,000.00	2,000.00	0.00	100.0%
102.900 · Printing & Publishing	4,646.54	7,500.00	-2,853.46	62.0%
102.910 · Postage	4,411.66	2,500.00	1,911.66	176.5%
102.970 · Mileage	1,651.80	3,000.00	-1,348.20	55.1%
102.971 · Miscellaneous	138.48			
102.000 · Unallocated - Other	0.00			
Total 102.000 · Unallocated	29,571.05	57,000.00	-27,428.95	51.9%

Conway Township Profit & Loss Budget vs. Actual April 2022 through March 2023

	Apr '22 - Mar 23	Budget	\$ Over Budget	% of Budget
103.000 · Township Board				
103.702 · Salaries Wages	1,580.11	4,704.00	-3,123.89	33.6%
103.706 · FOIA COORDINATOR	400.00	350.00	50.00	114.3%
103.969 · Seminars and Workshops	0.00	500.00	-500.00	0.0%
Total 103.000 · Township Board	1,980.11	5,554.00	-3,573.89	35.7%
171.000 · Supervisor's Office				
171.702 · Salaries	13,970.08	24,321.00	-10,350.92	57.4%
171.969 · Seminars & Workshops	635.18	2,000.00	-1,364.82	31.8%
Total 171.000 · Supervisor's Office	14,605.26	26,321.00	-11,715.74	55.5%
215.000 · Clerk's Office				
215.702 · Salaries & Wages	15,917.95	27,712.00	-11,794.05	57.4%
215.703 · Deputies Wages	11,705.00	20,000.00	-8,295.00	58.5%
215.969 · Seminars & Workshops	3,721.16	6,500.00	-2,778.84	57.2%
Total 215.000 · Clerk's Office	31,344.11	54,212.00	-22,867.89	57.8%
247.000 · Board of Review				
247.702 · Salaries & Wages	1,170.00	2,000.00	-830.00	58.5%
247.969 · Seminars & Workshops	0.00	500.00	-500.00	0.0%
Total 247.000 · Board of Review	1,170.00	2,500.00	-1,330.00	46.8%
253.000 · Treasurer's Office				
253.702 · Salaries & Wages	14,977.54	25,609.00	-10,631.46	58.5%
253.703 · Deputies Salaries	7,030.00	12,480.00	-5,450.00	56.3%
253.832 · Charge Back	79.89	200.00	-120.11	39.9%
253.969 · Seminars & Workshops	2,063.71	5,000.00	-2,936.29	41.3%
253.975 · Bank Service Charge	45.00	500.00	-455.00	9.0%
Total 253.000 · Treasurer's Office	24,196.14	43,789.00	-19,592.86	55.3%
257.000 · Assessor				
257.701 · Assessor Services	0.00	500.00	-500.00	0.0%
257.702 · Salaries	21,016.31	38,400.00	-17,383.69	54.7%
257.969 · Seminars & Workshops	576.09	1,000.00	-423.91	57.6%
Total 257.000 · Assessor	21,592.40	39,900.00	-18,307.60	54.1%
262.000 · Elections				
262.702 · Salaries & Wages	2,129.52	7,500.00	-5,370.48	28.4%
262.710 · Election Postage	0.00	500.00	-500.00	0.0%
262.726 · Supplies	6.14	7,000.00	-6,993.86	0.1%
262.900 · Printing & Publishing	98.75	1,000.00	-901.25	9.9%
262.930 · Equipment/Maintenance	3,031.00	5,000.00	-1,969.00	60.6%
Total 262.000 · Elections	5,265.41	21,000.00	-15,734.59	25.1%

Conway Township Profit & Loss Budget vs. Actual April 2022 through March 2023

	Apr '22 - Mar 23	Budget	\$ Over Budget	% of Budget
265.000 · Building & Grounds				
265.146 · Equipment-Office	2,944.70	9,000.00	-6,055.30	32.7%
265.702 · Hall Monitor Salary	840.00	800.00	40.00	105.0%
265.801 · Lawn Mowing	0.00	2,900.00	-2,900.00	0.0%
265.802 · Landscaping	0.00	3,500.00	-3,500.00	0.0%
265.805 · Snow Removal	0.00	4,500.00	-4,500.00	0.0%
265.859 · Internet & Phones	9,458.36	15,000.00	-5,541.64	63.1%
265.920 · Utilities	1,717.53	3,000.00	-1,282.47	57.3%
265.930 · Equipment Maintenance	7,072.52	15,000.00	-7,927.48	47.2%
265.935 · Building Maintenance	6,984.00	18,000.00	-11,016.00	38.8%
265.970 · Parking Lot	10.01	500.00	-489.99	2.0%
265.971 · Capital Improvement	0.00	10,000.00	-10,000.00	0.0%
Total 265.000 · Building & Grounds	29,027.12	82,200.00	-53,172.88	35.3%
266.000 · Professional Fees				
266.103 · Attorney	32,090.70	25,000.00	7,090.70	128.4%
266.721 · Planning Commission	23,761.00	3,000.00	20,761.00	792.0%
266.955 · Auditor	8,075.00	9,500.00	-1,425.00	85.0%
266.960 · Engineer	1,770.00			
266.000 · Professional Fees - Other	2,153.75			
Total 266.000 · Professional Fees	67,850.45	37,500.00	30,350.45	180.9%
275.000 · Drains At Large	49,360.06	40,000.00	9,360.06	123.4%
276.000 · Cemetery				
276.702 · Salaries	3,355.00	5,000.00	-1,645.00	67.1%
276.930 · Repair & Maintenance	1,328.36			
Total 276.000 · Cemetery	4,683.36	5,000.00	-316.64	93.7%
301.000 · Public Safety				
301.700 · Fire Authority Rep	625.00	1,350.00	-725.00	46.3%
301.702 · Contribution Police Salaries	5,000.00	10,000.00	-5,000.00	50.0%
Total 301.000 · Public Safety	5,625.00	11,350.00	-5,725.00	49.6%
526.000 · Sanitary Landfill				
526.960 · Spring Cleanup	4,343.00	5,000.00	-657.00	86.9%
526.000 · Sanitary Landfill - Other	-270.00			
Total 526.000 · Sanitary Landfill	4,073.00	5,000.00	-927.00	81.5%
66900 · Reconciliation Discrepancies	0.00	0.00	0.00	0.0%
721.000 · Planning & Zoning				
721.702 · Salaries	11,921.95	15,000.00	-3,078.05	79.5%
721.969 · Seminars & Workshop	2,262.00	500.00	1,762.00	452.4%
Total 721.000 · Planning & Zoning	14,183.95	15,500.00	-1,316.05	91.5%

Conway Township
Profit & Loss Budget vs. Actual
 April 2022 through March 2023

	Apr '22 - Mar 23	Budget	\$ Over Budget	% of Budget
738.000 · Recreation Association				
738.100 · Parks & Recreation Contribution	18,242.51	45,000.00	-26,757.49	40.5%
738.702 · Salaries	180.00	450.00	-270.00	40.0%
738.000 · Recreation Association - Other	0.00	5,500.00	-5,500.00	0.0%
Total 738.000 · Recreation Association	18,422.51	50,950.00	-32,527.49	36.2%
954.000 · Insurance & Bond	9,315.00	10,000.00	-685.00	93.2%
980.000 · Transfers Out - Cemetery	30,000.00	30,000.00	0.00	100.0%
Total Expense	362,264.93	537,776.00	-175,511.07	67.4%
Net Ordinary Income	-38,517.39	169,331.30	-207,848.69	-22.7%
Other Income/Expense				
Other Income				
Interest Income	33.14	2,500.00	-2,466.86	1.3%
Total Other Income	33.14	2,500.00	-2,466.86	1.3%
Net Other Income	33.14	2,500.00	-2,466.86	1.3%
Net Income	-38,484.25	171,831.30	-210,315.55	-22.4%

Conway Township Rental Report

October, 2022

Hall rental details:

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

We currently have 4 different hall attendants/monitors

Canceled

None

Rescheduled

None

Completed

- 10-1-22 Nancy Dominik, resident, 50th Anniversary party
- 10-8-22 Jamie Raymond, resident, 40th Birthday Party
- 10-29-22 Diana Jacob, 4th Birthday party

Future hall rentals

- 11-1-22 Robin Massey, Funeral Luncheon
- 11-24-22 Ryan Smith, Birthday party
- 2-12-23 Michele Quigley, Baby Shower
- 6-25-23 Culbertson/Sergent, Graduation



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

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

From: Gary Klein - Conway Township Zoning Administrator

To: Conway Township Board of Trustees

Subject: Zoning Administrator Report

Period: **October** 2022

Name	Location	Permit#	ID #	Details
Reid	9178 Robb Rd	042-022	13-300-016	garage
Anttila	Gregory Parcel #8	043-022	22-300-037	pole garage
Young	9395 Sherwood	044-022	28-200-014	pole barn

Livingston County Road Commission

3535 Grand Oaks Drive • Howell, Michigan 48843-8575
Telephone: (517) 546-4250 • Facsimile: (517) 546-9628
Internet Address: www.livingstonroads.org

October 25, 2022

Mr. Bill Grubb, Supervisor
Conway Township
8015 N. Fowlerville Road
Fowlerville, MI 48836

Re: Fowlerville Road rehabilitation estimates

Dear Mr. Grubb,

The following are road rehabilitation estimates for Fowlerville Road. These road segments appear to be in poor but stable condition.

Staff recommends milling the existing asphalt surface and then paving 3.5" asphalt over the prepared surface. Once the road is milled the asphalt pavement will be placed in two lifts of asphalt. Aggregates shoulders will be placed along the edge of the road to back up the new asphalt pavement, along with other necessary work such as pavement markings, signs, and monument boxes. Preventative maintenance such as crack sealing should be performed in the future as necessary.

Fowlerville Road Segments:

Sherwood Rd to Hayner Rd	1.51 miles	\$ 520,000
Mohrle Rd (Bridge recon limits) to Vogt Rd	0.87 miles	\$ 375,000
Sober Rd to Lovejoy Rd	0.85 miles	\$ 350,000

The above estimates are based on visual inspection and estimated contract prices for our 2023 Pavement Preservation Program (PPP). These projects would be eligible for up to 50% matching funds from our PPP, depending on available funds.

If you have any questions or concerns, please contact me.

Sincerely,



Robert Daavettila, PE
Construction Engineer

Flagpoles Etc
 51056 Century Court
 Wixom, MI 48393
 248-634-7183
 sales@flagpolesetc.com

Estimate



ADDRESS

BILL GRUBB
 CONWAY TOWNSHIP HALL
 P.O. BOX 1157
 FOWLerville, MI 48836
 517-223-4000
 SUPERVISOR@CONWAYMI.GOV

SHIP TO

BILL GRUBB
 CONWAY TOWNSHIP HALL
 8015 N. FOWLerville RD.
 FOWLerville, MI 48836
 SUPERVISOR@CONWAYMI.GOV

ESTIMATE #	DATE	EXPIRATION DATE
E12295	11/01/2022	12/01/2022

SALES REP.
 KYM

ACTIVITY	DESCRIPTION	QTY	RATE	AMOUNT
Thank you	Thank you for your interest in the products and services of Flagpoles Etc . Below is the estimated cost for your request. Should you have any questions or need additional information, please feel free to contact us.	1	0.00	0.00
AERIAL BOOM LIFT LOCAL 0-45'	AERIAL BOOM LIFT LOCAL 0-45'	1	225.00	225.00
MIRESTRINGLOCAL25	MI - 25' LOCAL EXTERNAL RESTRING ONLY (BUCKET TRUCK ACCESSIBLE) *DOES NOT INCLUDE FLAG SNAPS*	1	235.00	235.00
SNAP SWIVEL CHROME PLATED BRASS 3 1/8"	3-1/8" CHROME PLATED SOLID BRASS SWIVEL SNAP - DETAILS: 3/4" EYELET SIZE & 3/8" SNAP OPENING	2	11.00	22.00T
HALYARD ROPE 5/16 WHITE	5/16" MULTI-BRAIDED HALYARD POLY/NYLON ROPE - COLOR: WHITE	50	1.60	80.00T

Once manufacturing has begun refunds will not be issued.
Acceptance of the estimate and attached terms and conditions will constitute a contract between purchaser and Flagpoles Etc. for the work indicated.

Please do not reply to this email it will be sent to an unmonitored email box

We look forward to working with you,

Flagpoles Etc

*Price Match: At time of estimate if you find a current lower price, just send in the proof and we will adjust your payment to the lower price, upon request.

The item must be the identical item, brand name, size, weight, color, quantity and model number. It must be in stock for shipping and delivery/pickup at the time of Price Match for approved online competitors. Some online exclusions apply.

Offers found on websites will be validated at the retailer's primary website and must meet all other price match criteria.

Please send the entire printed ad, estimate or show the online price.

SUBTOTAL	562.00
TAX	6.12
TOTAL	\$568.12

Accepted By

Accepted Date

Assessment Year 2022

NO DOR REQUIRED IF LAST DOR WAS 2017 OR MORE RECENT

	Hold, Do Not Assess
	County at Large
	Notice Prepared
	Multiple year assessment
	Drain requiring day of review
	Petition project
	Day of review not necessary

197 Hearings:

**Greening Roberts
Hartland County
M.J. Bradley
Rossington**

X=DB roll; rev=db reviewed Kens roll

DOR prior 2017

Incomplete

0.5	Drain Name	Amount to Assess	Balance 7/1/2022	Balance 7/1/21	Township(s)	Length (Miles)	District (Acres)	Parcel Count	Last Day of Review	District Description	Needs to be asse	Last assessed	Last assess\$
	Bush		2950.88	2942.06	1, 5								
	Cedar Bend		284.14	284.14	1, 5								
	Conway Cohoctah Union		17024.91	21618.11	1, 2	17.23	18,450	1332	2017			2019	25,000.00
	CCU Branch No. 3 (PART OF MAIN)		0.00	0.00	1, 2				Not Found				
	CCU Branch No. 5		5257.00	6017.66	1, 2								
	CCU Outlet		14251.71	14344.62	1, 2	5.53			2015	2016		2015	50,000.00
	<i>Colburn-Keeder ICD</i>		5297.76	5282.02	1								
	<i>Conway & Locke No. 1 ICD (Ingham)</i>		722.12	722.12	1	1.26	12	2	2016	Spicer		2016	750.00
	<i>Conway & Locke No. 2 ICD</i>		3213.49	6407.13	1	1.70		NA	2016	Spicer		2017-2018	7,500.00
X22009	<i>Conway & Locke No. 3 ICD (Ingham)</i>	5,000.00	<i>(4261.49)</i>	799.86	1	2.88	383	36	2018		X	2018	5,000.00
	Conway No. 1		590.10	771.69	1	3.72	3,621	NA	2018			2019	10,000.00
	Conway No. 10		3103.88	3094.60	1	2.10	1,077	NA	2017			2019-2020	10,000.00
XM1909	Conway No. 11 (4 of 20 yrs)	820,000.00	3958.90	918.37	1		1,453	74	2019			2019-2036	820,000.00
	Conway No. 12		46.65	46.65	1	3.56	1,472	NA	2018			2018	5,000.00
X22011	Conway No. 14	10,000.00	<i>(7609.42)</i>	492.77	1	1.21	322	36	2016	2022	DB		
	<i>Conway No. 15 Intercounty (Ingham)</i>		2052.74	2835.03	1,	3.33		NA	2016	Spicer			
	Conway No. 16		2592.86	2879.71	1	2.09	533	51	2015			2018	5,000.00
	Conway No. 17		806.06	946.66	1								
X22010	Conway No. 18	16,500.00	<i>(1146.72)</i>	5394.87	1	5.71	5,185	381	2018		X	2020	25,000.00
	Conway No. 18, Branch No. 1		1831.70	<i>(3173.36)</i>	1	1.44	321	33	2019			2021	5,000.00
	Conway No. 19		186.62	477.76	1	1.34	356	47	2020			2020	8,000.00
	Conway No. 2		0.00	0.00	1								
X22012	Conway No. 20	2,500.00	391.51	463.66	1	1.36	727	25	2017		X	2017	2,500.00
	Conway No. 21		<i>(804.69)</i>	2440.79	1	1.47	293	26	2015			2020	5,000.00
XM2209	Conway No. 22	10,000.00	<i>(7610.85)</i>	540.36	1	2.71	324	22	2017		X	2020	5,000.00

Assessment Year 2022

NO DOR REQUIRED IF LAST DOR WAS 2017 OR MORE RECENT

	Hold, Do Not Assess
	County at Large
	Notice Prepared
	Multiple year assessment
	Drain requiring day of review
	Petition project
	Day of review not necessary

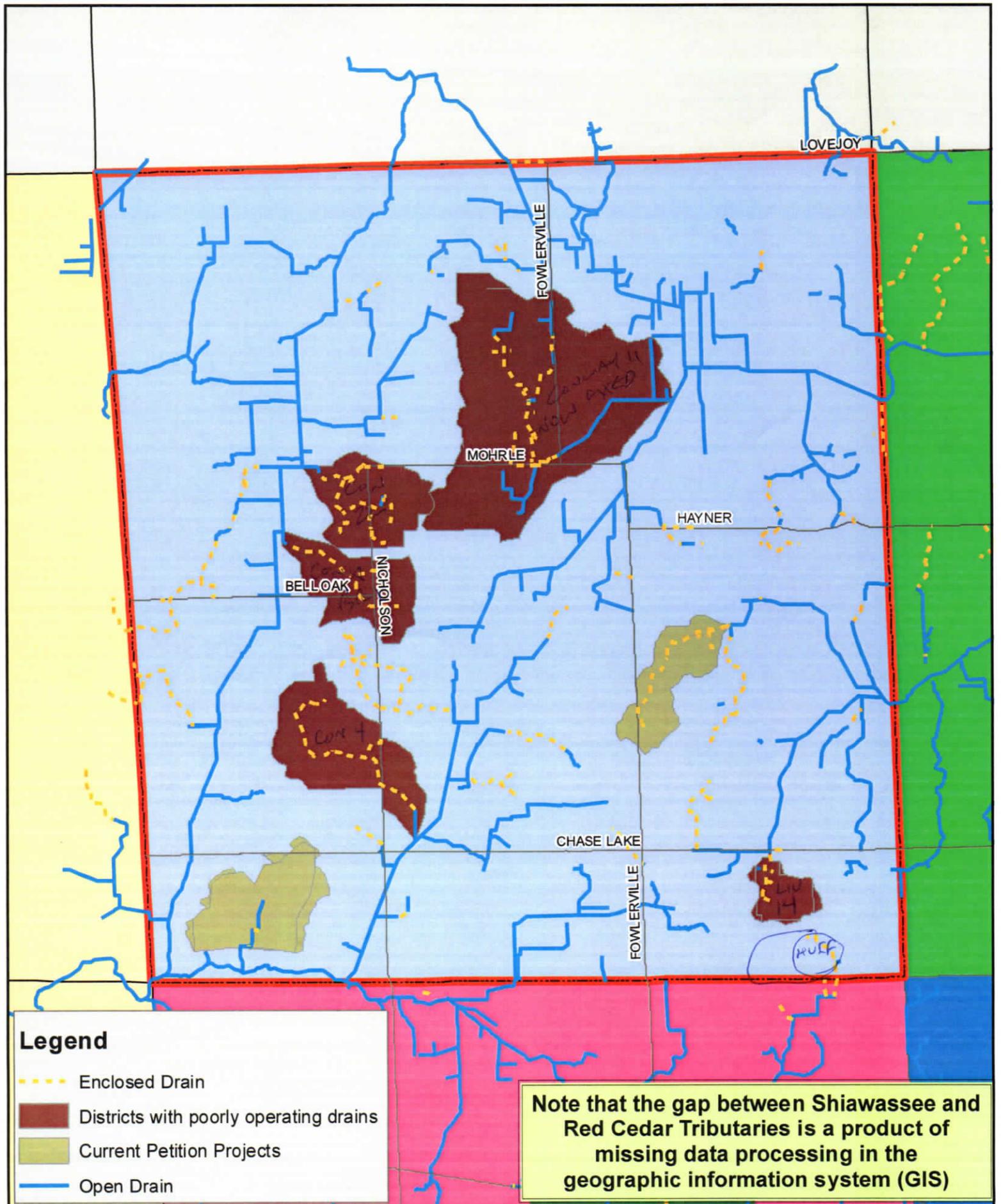
197 Hearings:

Greening Roberts
 Harland County
 M.J. Bradley
 Rossington

DOR prior 2017

X=DB roll; rev=db reviewed Kens roll

Drain Name	Amount to Assess	Balance 7/1/2022	Balance 7/1/21	Township(s)	Length (Miles)	District (Acres)	Parcel Count	Last Day of Review	District Description	Needs to be assessed	Last assessed	Last assessed \$	
0.5													
XM1701	Conway No. 23 (6 of 10 yrs)	200,000.00	15539.27	1	NA	NA	NA	2016			2017-2026	200,000.00	
	Conway No. 3		4375.26	1	NA	NA	NA	2016			2015-2019	25,000.00	
XM2002	Conway No. 4 (Roll to Joliff & tshp only) (3 of 5)	15,000.00	(2271.38)	1	2.23	487	29	2016			2020-2024	15,000.00	
	Conway No. 5		760.13	1									
	Conway Road		600.96	1	0.29	184	32	2020				5,000.00	
X22017	Duncan	3,000.00	(1940.14)	1	0.70	1269	23	2018		X	2018	3,000.00	
X22019	Fowlerville No. 2	18,000.00	(9564.78)	1, 5	4.69	1269	593	2019		X	2021	18,000.00	
XM/2205	Franks	12,000.00	(7611.76)	1	1.16	267	50	2013	2022	X	DB/KR	2,000.00	
XM1903	Huff (4 of 15 yrs)	295,000.00	15447.75	1, 5				2019	2019			2019-2033	\$295,000.00
	Lang & Morelock		543.81	1	0.64	65.00	10	2019				2020	\$2,200.00
X22043	Livingston No. 14	1,250.00	1254.92	1	0.47		18	2017		X		2018	\$1,500.00
	Livingston No. 16		1944.88	1	1.90			2011					
	Livingston No. 24		448.53	1, 2									
X22044	Looking Glass Intercounty (Ingham)	10,000.00	(2899.92)	1		4893	522	2018		X		2021	\$10,000.00
	Red Cedar River Intercounty		32503.71	1, 5, 9				2018				2018-2019	\$191,000.00
	Sharp		2012.40	1	0.62	106	37	2016	2016			2020	\$3,975.00
XM1702	Snyder Sherwood (6 of 6)	106,000.00	19374.24	1				2016				2017-2022	\$106,000.00
	Wolf Creek Inter-County ICD		5453.35	1				2018				2018-2019	\$4,000.00
	Youngs		78.90	1, 2	0.93	218	21	2018	2018			2021	\$2,500.00



Legend

- - - Enclosed Drain
- Districts with poorly operating drains
- Current Petition Projects
- Open Drain

Note that the gap between Shiawassee and Red Cedar Tributaries is a product of missing data processing in the geographic information system (GIS)



Livingston County Drain Commissioner
2300 E Grand River
Howell, MI. 48843

Printed January 11, 2016

Major Watersheds in Conway Township



1 inch = 5,000 feet

Break down for Conway Twp

Conway Locke NO.3 Staff dug roughly 1000 feet of open ditch in august of 2021, and then in the spring of 2022 portions of the tile needed repair south of bell oak rd.

Conway 14 Resident at 11685 Suffered major flooding on property in spring of 2022. Staff noted of sediment build up in ditch and undersized culverts at the address and one further downstream. 1100 feet of ditch excavated and two new 18-inch driveway crossings.

Conway 18 Multiple breaks on branch one and preparation for continuing clean out of mainline.

Conway 20 In preparation for winter clean out of 2022-2023.

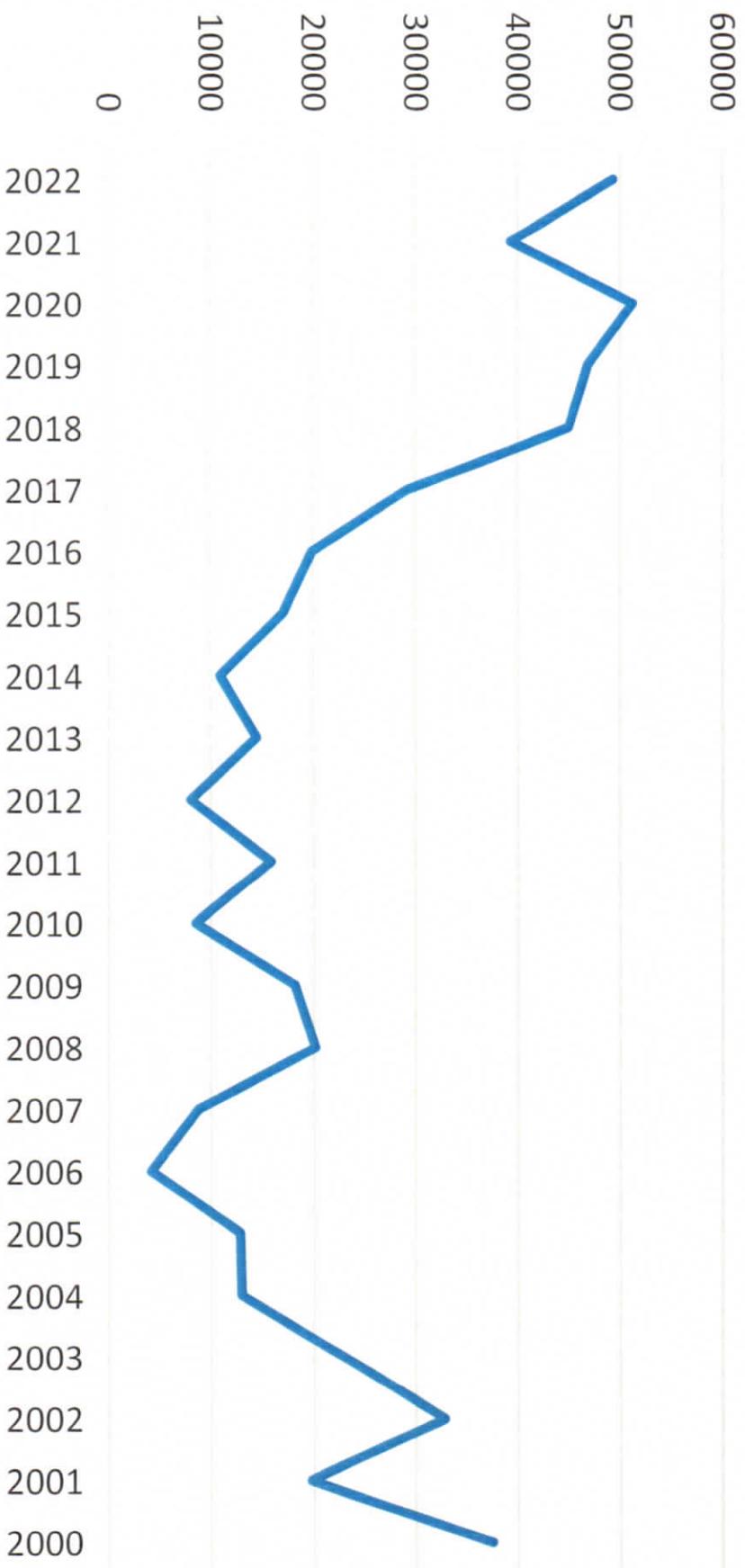
Conway 22 Multiple tile failure's on various parts of the drain. Jetting also performed multiple times in 2021 and 2022. (Personally believe this is one of the worst drains left in the county.)

Duncan Multiple tile failure's some in the fall of 2021 then more in early summer of 2022.

Franks Excavated From Fowlerville rd. back to Hayner rd. 1700 feet . Also excavated south of Hayner Another 500 feet.

Livingston 14 Comprehensive inspection and Cleaning.

Conway Township At Large over Time



QUOTE



Date:10/13/2022
Attn: Conway Township
Location: Fowlerville
Email:clerk@conwaymi.gov

734-837-5607
brumleygapdesigns@gmail.com
www.brumleygap.com

Item	Description	Amount
Conference Table	Dimensions: 8' main desk width x 30" high x 30" deep 5'-6" flanking sides Lumber: White Ash Stain: TBD Table top plank style w/ waterfall sides Seal w/ low-medium luster finish *Design similar to client photo *Delivery included *gromet placement drilled on site	\$ 9,700
Lectern	Dimensions: 45.75" H x 23" W x 15" D Lumber : White Ash Stain : TBD Seal w/ low-medium luster finish	\$2,150
	50% Deposit	\$5,925

- 50% of monies will be collected upon agreement of quote. The total remaining monies including delivery and sales tax will be due upon completion of the job.
- All quotes expire after 30 days of receipt and prices are subject to change after 30 days due to fluctuating material cost.
- Cash or Check is accepted and made payable to:
Brumley Gap Designs, LLC
9079 Pierson Rd.
Fowlerville, MI 48836
- Venmo is accepted.
- Deposits are non-refundable.
- Any added finishes or change orders will be totaled with the final invoice and due upon completion of the job.
- Quotes are estimates only, and are based on initial measurements and primary details discussed. Final amount is subject to change according to actual job and changes that may occur.

From: [Rebecca Lamson](#)
To: [Elizabeth Whitt](#)
Subject: Cleaning bid
Date: Sunday, November 6, 2022 11:40:51 AM

November 5, 2022

Dear Board Member,

I appreciate your consideration of retaining my custodial services. I am not asking for any changes to my original proposal.

Bid proposal:

Weekly cleaning charge: 140.00

I will provide a current copy of my liability insurance upon request.

Thank you for your business.

Sincerely,

Rebecca Thomas

R.I. Thomas Property Maintenance

Sent from my iPhone

Kelsea Marshall

November 7, 2022

RE: Proposal for Cleaning Service

Dear Hiring Manager,

Upon learning about the Janitorial posting with the Conway Township Hall, I was very eager to contact you with my interest. When looking at the job description, I was excited to see how well my cleaning talent aligns with the position requirements.

As a stay-at-home mom, I have a well-rounded skill set in vacuuming, dusting, mopping, and organizational talents that make me the ideal fit for the position. My role of being a stay-at-home mom have strengthened my capabilities in being motivated and to keep a close eye on detail and accuracy.

I am delighted at the hope to bring my talents to Conway Township Hall. As per reading the cleaning task checklist my offer would be \$150 per weekly clean. I look forward to hearing from you, at your earliest convenience, to discuss how my experience and qualifications could be valuable in the Janitorial role.

Thank you for your time and consideration.

Sincerely,

Kelsea Marshall

Fowlerville Senior Center
203 North Collins Street
Fowlerville, Michigan, 48836
517-223-3929

I visited the senior center on Friday October 21. I visited with Dean Snider, the president of the senior center and a few of the members. Cost to join the center is an annual fee of \$20.00. They are open on Mondays from 8AM to 12PM, Tuesdays from 8AM to 2PM, Wednesdays from 8AM to 2PM, Closed on Thursdays except for Movie time which begins at 1PM, and Fridays from 8AM to 2PM.

They play euchre every morning and always have snacks and drinks available. They also have a Bingo schedule for anyone interested, and they also play dice games from time to time. They have a food pantry that is free for anyone in need also with clothing and other items that are available for the taking. There is a nice exercise room that anyone can use. There is also a jigsaw puzzle always going that anyone can work on, along with movies and books that anyone can borrow.

They own the building they are in, and a \$37,000 parking lot resurfacing really set them back a couple years ago. They rely heavily on donations from the surrounding communities and private donations. Conway and The Village of Fowlerville contribute to the senior center every year, and occasionally losco.

I felt the only thing they are in need of are more people willing to volunteer their time. They have a computer room that is in serious need of updating and a lot of organization in my opinion.

Bill Grubb

Conway Township

8015 N. Fowlerville Road
PO Box 1157
Fowlerville MI 48836

Phone 517-223-0358
Fax 517-223-0533



Date: 10/10/2022

Snow Removal Bid Form:

Bidder Information:

Company Name: 42 North Outdoor Services
Contact: Scott Riley
Telephone: 517-375-2814
Address: 5987 Lovejoy Rd Byron MI 48418

Snow Removal by 7 a.m. weather permitting:

Accumulation 1-6"
Accumulation 6" or more

Ice Control

Salt Parking Lot
Calcium Chloride on Sidewalks

Per Push Price:

\$ 75
\$ 100

Per Application

\$ 100
\$ 50

Insurance: Successful bidder must submit a certificate of insurance to Conway Township showing evidence of a minimum of \$1,000,000 liability insurance.

Certificate Holder:

Conway Township
PO Box 1157
8015 N Fowlerville Road
Fowlerville, MI 48836

Additional Insured: **Conway Township**

Payment Terms: Itemized invoices submitted to the Township Clerk on or before the 10th of the month for the preceding month will be paid within 30 days.

Please NOTE: Township Hall is rented out on the weekends. So weekend snow and ice removal is mandatory.

Board: Approved _____
Board: Denied _____

Board Meeting Date _____

Conway Township

8015 N. Fowlerville Road
PO Box 1157
Fowlerville MI 48836
Phone 517-223-0358
Fax 517-223-0533



Date: 10-2-2022

Snow Removal Bid Form:

Bidder Information:

Company Name: THE GROUNDS CREW LLC

Contact: STEVE

Telephone: 517-404-3882

Address: 9834 MARSH RD Fowlerville MI 48836

Snow Removal by 7 a.m. weather permitting:

Per Push Price:

Accumulation 1-6"

\$ 60

Accumulation 6" or more

\$ 70

Ice Control

Per Application

Salt Parking Lot

\$ 75

Calcium Chloride on Sidewalks

\$ 35 per bag

Insurance: Successful bidder must submit a certificate of insurance to Conway Township showing evidence of a minimum of \$1,000,000 liability insurance.

Certificate Holder:

Additional Insured: **Conway Township**

Conway Township
PO Box 1157
8015 N Fowlerville Road
Fowlerville, MI 48836

Payment Terms: Itemized invoices submitted to the Township Clerk @ clerk@conwaymi.gov on or before the 10th of the month for the preceding month will be paid within 30 days

Please NOTE: Township Hall is rented out on the weekends. So weekend snow and ice removal is mandatory.

Board: Approved _____

Board Meeting Date _____

Board: Denied _____

Conway Township

8015 N. Fowlerville Road
PO Box 1157
Fowlerville MI 48836
Phone 517-223-0358
Fax 517-223-0533



Date: 10/05/2022

Snow Removal Bid Form:

Bidder Information:

Company Name: Howell Hardscape Inc

Contact: Nick Yaros

Telephone: 517-292-9174

Address: 5679 Richardson Rd Howell, MI 48843

Snow Removal by 7 a.m. weather permitting:

Per Push Price:

Accumulation 1-6"

\$120 _____

Accumulation 6" or more

\$180 _____

Ice Control

Per Application

Salt Parking Lot

\$220 _____

Calcium Chloride on Sidewalks

\$90 _____

Insurance: Successful bidder must submit a certificate of insurance to Conway Township showing evidence of a minimum of \$1,000,000 liability insurance.

Certificate Holder:

Additional Insured: **Conway Township**

Conway Township

PO Box 1157

8015 N Fowlerville Road

Fowlerville, MI 48836

Payment Terms: Itemized invoices submitted to the Township Clerk on or before the 10th of the month for the preceding month will be paid within 30 days.

Please NOTE: Township Hall is rented out on the weekends. So weekend snow and ice removal is mandatory.

Board: Approved _____

Board Meeting Date _____

Board: Denied _____

