

Conway Township
Special Board Meeting
October 30, 2024
5:00 pm

AGENDA

Call to Order

Roll Call

Call to the Public on Agenda Items Only

Approval of Board Meeting Agenda

New Business

1. Laptops for Zoning Administrator and Deputy Clerk
2. Offer to Brande Nogafsky to be our assessor and salary consideration.
3. Review and decide on new bids for township hall

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.



We have prepared a quote for you

Reset and onboard CT18ELEC-LT1

QUOTE #091414 V1

PREPARED FOR

Conway Township

PREPARED BY

Heather Fauble

Main: 844-344-6450
Email: hfaule@appliedinnovation.com
Web: www.appliedinnovation.com



Labor

Description	Price	Qty	Ext. Price
Configure and reinstall computer, connect to network, setup user account and configure MS Office or Google Workspace. Confirm network access to appropriate shares. Data Migration and non-standard application installation not included.	\$250.00	1	\$250.00
Subtotal:			\$250.00

Reset and onboard CT18ELEC-LT1

Prepared by:

Applied Innovation

Heather Faule
8443446450
Fax (616) 554-6200
hfaule@appliedinnovation.com

Prepared for:

Conway Township

8015 Fowlerville Rd
Fowlerville, MI 48836-9340
Rachel Kreeger
15172230358
clerk@conwaymi.gov

Quote Information:

Quote #: 091414

Version: 1
Delivery Date: 09/20/2024
Expiration Date: 10/25/2024

Quote Summary

Description	Amount
Labor	\$250.00
Total:	\$250.00

Quote valid during the month it was quoted. Taxes, shipping, handling and other fees may apply. Deposit may be required before order is placed. Most items will be delivered within ten business days. We reserve the right to cancel orders arising from pricing or other errors.

Applied Innovation

Signature: _____
Name: Heather Faule
Title: _____
Date: 09/20/2024

Conway Township

Signature: _____
Name: Rachel Kreeger
Date: _____



We have prepared a quote for you

Purchase new Lenovo

QUOTE #091832 V2




PREPARED FOR

Conway Township

PREPARED BY

Applied Innovation

New Equipment

Description	Price	Qty	Ext. Price
Lenovo ThinkPad E14 Gen 5 14" Notebook - Intel Core i5-1335U 13th Gen (10 Core) 1.30 GHz - 16 GB Total RAM - 256 GB SSD - Windows 11 Pro - Intel Iris Xe Graphics - In-plane Switching (IPS) Technology - Front Camera/Webcam - 1 Year Depot 	\$917.61	1	\$917.61
<p>Listed below are optional warranty upgrades. Please note that carry in / depot service means you have to mail the computer to Lenovo for repairs (they will provide a box). This is typically a 2-3 week process during which time you will not have your computer. If the computer has Standard Onsite Service, a Lenovo technician will come to your location but there is no promise when (typically 2-3 days). We recommend you upgrade to a Premier Support option for the best service.</p> <p>Premier Support offers Next Business Day repairs at your location, prioritized parts & labor, and Advanced phone support from Lenovo Engineers who provide comprehensive hardware and software support.</p> <p>Premier Support Plus provides all of the benefits of Premier Support along with Accidental Damage Coverage, extended battery coverage (up to 4 years), and international service.</p> <p>If you wish to upgrade your warranty coverage, please update the quantities below to match which warranty you want for the number of computers you are purchasing. Zero out any items that you do not want.</p> <p>After updating the quantities, click "Update Options" at the bottom of the screen and then approve. If you are signing a paper quote, please make clear which option you want.</p>			
3 Year Premier Support with Next Business day Onsite - Parts & Labor 	\$155.00	1	\$155.00
3 Year Lenovo Premier Support Plus Warranty Upgrade - Next Business day On-site - Parts & Labor - Accidental damage coverage	\$269.00	1	\$269.00
5 Year Lenovo Premier Support Warranty - 24 x 7 x Next Business Day On-site - Parts & Labor 	\$279.00	1	\$279.00
5 Years Lenovo Premier Support Plus - Next Business Day On-site service - Parts & Labor - Accidental Damage coverage	\$519.00	1	\$519.00
Subtotal:			\$2,139.61

Main: 844-344-6450
Email: tech.orders@appliedinnovation.com
Web: www.appliedinnovation.com



Labor

Description	Price	Qty	Ext. Price
Configure and install computer, connect to network, setup user account and configure MS Office or Google Workspace. Confirm network access to appropriate shares. Data Migration and non-standard application installation not included.	\$150.00	1	\$150.00
Subtotal:			\$150.00

Purchase new Lenovo



Prepared by:
Applied Innovation
Applied Innovation
844-344-6450
Fax (616) 554-6200
tech.orders@appliedinnovation.com

Prepared for:
Conway Township
8015 Fowlerville Rd
Fowlerville, MI 48836-9340
Rachel Kreeger
15172230358
clerk@conwaymi.gov


Quote Information:
Quote #: 091832
Version: 2
Delivery Date: 10/03/2024
Expiration Date: 10/25/2024

Quote Summary

Description	Amount
New Equipment	\$2,139.61
Labor	\$150.00
Subtotal:	\$2,289.61
Estimated Tax:	\$128.38
Total:	\$2,417.99

Quote valid during the month it was quoted. Taxes, shipping, handling and other fees may apply. Deposit may be required before order is placed. Most items will be delivered within ten business days. We reserve the right to cancel orders arising from pricing or other errors.

Applied Innovation

Signature: 
Name: Chris Nuiver
Title: General Manager
Date: 10/03/2024

Conway Township

Signature: _____
Name: Rachel Kreeger
Date: _____

LIVINGSTON COUNTY CITY/TOWNSHIP APRIL, 2022

UNIT	SEV	# OF PARCELS	FULL TIME STAFF	PART TIME STAFF	ASSESSOR LEVEL
TWP OF DEERFIELD	\$ 285,023,600	2,217	CONTRACT	1	MAAO
TWP OF MARION	\$ 785,761,134	5,535	2	1	MAAO
TWP OF HOWELL	\$ 568,118,341	4,184	1	1	MAAO
TWP OF HARTLAND	\$ 1,058,920,900	6,386	2	1	MAAO
CITY OF BRIGHTON	\$ 696,876,910	4,188	2	1	MAAO
TWP OF BRIGHTON	\$ 1,535,648,800	9,056	2	1	MAAO
TWP OF GENOA	\$ 1,693,442,800	8,975	3	0	MAAO
TWP OF WEBSTER	\$ 600,271,000	3,076	1	2	MAAO
TWP OF GREEN OAK	\$ 1,478,902,200	9,218	2	0	MAAO
CITY OF HOWELL	\$ 497,302,400	3,667	1	0	MAAO
COUNTY OF LIVINGSTON	\$ 13,859,557,628	90,422	4	1 CONTRACT	MAAO
TWP OF TYRONE	\$ 783,284,113	4,423	2	1	MMAO
TWP OF IOSCO	\$ 251,198,507	2,053	0	0	MAAO

COUNTY CITY/TOWNSHIP APRIL, 2022

UNIT	SEV	# OF PARCELS	FULL TIME STAFF	PART TIME STAFF	ASSESSOR LEVEL
COUNTY OF GENESEE	\$ 12,900,249,024	202,140	13	0	MMAO
COUNTY OF INGHAM	\$ 10,274,051,222	108,105	4		MMAO
COUNTY OF OAKLAND	\$ 84,784,548,481	522,817	74		MMAO
COUNTY OF WASHTENAW / 2017	\$ 18,623,414,888	140,647	15	1	MMAO

ADVERTISED POSITIONS APRIL/MAY 2022

UNIT	SEV	# OF PARCELS	FULL TIME STAFF	PART TIME STAFF	ASSESSOR LEVEL
CITY OF LANSING					
TWP OF ADA					
TWP OF KINDERHOOK			CONTRACT		MAAO
CITY OF WYOMING					
STATE OF MICHIGAN					
TWP OF PARK, OTTAWA COUNTY					
TWP OF ALLENDALE					
CITY OF GRAND RAPIDS					
TWP OF SAUGATUCK			CONTRACT		MCAO
CITY OF WATERVLIT			CONTRACT		MCAO
TWP OF PORTER					MCAO
TWP OF NAPOLEON					

NOT RECEIVED YET

TWP OF CONWAY CONTRACT
TWP OF COHOCTAH CONTRACT
TWP OF UNADILLA CONTRACT
TWP OF HAMBURG CONTRACT

TWP OF HANDY SENT
TWP OF PUTNAM SENT

SALARY / NOT HOURLY					
ASSESSOR SALARY	ASSESSOR PER HOUR	YRS ON JOB	YRS EXPERIENCE	ASS'T ASSESSOR LEVEL/HRS	ASS'T ASSESSOR WAGE
\$ 46,675	\$ 37.40	5.5	7.5		
\$ 63,082	\$ 37.91	4.5	43	MCAO/FULL TIME	\$ 23.00
\$ 66,582	\$ 40.50	7	10	MCAT/PART TIME	\$ 27.84
\$ 77,087	\$ 42.36	15	30+	MCAO/FULL TIME	\$ 25.20
\$ 72,340	\$ 43.47	10		MAAO	\$ 37.90998/\$ 63,082
\$ 89,353	\$ 43.50	29	30	MAAO	\$ 29.26
\$ 77,195 TO \$ 115,792	\$ 46.39	32	38	MAAO	\$61,873 TO \$92,809
\$ 84,029	\$ 50.50	9	15		
\$ 85,196	\$ 40.96	4		MCAO/FULL TIME	26.50/ \$ 55,120
\$ 56,821 - \$ 73,867	\$ 33.46	MONTHS	5		
\$ 96,506 - \$ 125,458	\$ 60.32	24	30	MAAO	\$ 63,923.00
\$ 56,057	\$ 67.38	25	44	MAAO	\$ 29.75
\$ 34,272	\$ 164.77	12	30		

ASSESSOR SALARY	ASSESSOR PER HOUR	YRS ON JOB	YRS EXPERIENCE	ASS'T ASSESSOR LEVEL/HRS	ASS'T ASSESSOR WAGE
\$ 105,500		2	21	MAAO	\$ 73,800.00
\$ 101,826			44	MAAO	\$ 69,605.00
\$ 136,279		33		MAAO	\$ 101,694.00
\$ 137,500		50	50	MMAO	\$ 79,246.00

ASSESSOR SALARY	ASSESSOR PER HOUR	YRS ON JOB	YRS EXPERIENCE	ASS'T ASSESSOR LEVEL/HRS	ASS'T ASSESSOR WAGE
\$ 17,000	\$ 32.69		HIRING		
				MAAO	\$ 58,073.60
				MCAO	\$ 72,758.40
				MCAT	\$25.00
				MCAT/MCAO	\$ 45,458 - \$ 73,875
				MAAO	\$ 59,218 - \$ 78,010
				MCAT	\$23



ASS'T ASSESSOR LEVEL/HRS	ASS'T ASSESSOR WAGE	YRS ON JOB	YRS EXPERIENCE	TWP RETIREMENT CONTB.	EMPLY RETIRE CONTB
				20%	0%
				8%	0%
				15%	0%
				10%	2%
				5%	5%
				VARIES	5%
MCAT	\$ 19.47			10%	0%
				8%	7%
				10%	9%
				8%	
MCAO	\$ 22.08	1	1	1 TO 3%	1 TO 3%
				NONE	
				0%	0%

ASS'T ASSESSOR LEVEL/HRS	ASS'T ASSESSOR WAGE	YRS ON JOB	YRS EXPERIENCE	TWP RETIREMENT CONTB.	EMPLY RETIRE CONTB
				2%	0%

ASS'T ASSESSOR LEVEL/HRS	ASS'T ASSESSOR WAGE	YRS ON JOB	YRS EXPERIENCE	TWP RETIREMENT CONTB.	EMPLY RETIRE CONTB

RETIREMENT THRU.	TYPE PENSION	YRS TO VEST	HOURS PER WEEK	VACATION DAYS	HOLIDAYS	PERSONAL/SICK DAYS
	DEFINED CONTRIBUTION					
MERS	DEFINED CONTRIBUTION	0	32	12, 18, 24 SENIORITY	10	0
457B	DEFINED CONTRIBUTION	0	36	9, 13.5, 18, 22.5	11	4
401A + 457	DEFINED CONTRIBUTION	5	38	5, 10, 15, 20	10	10
	DEFINED BENEFIT	10	32	NOT ANSWERED		
MERS	DEFINED BENEFIT	6	39.5	13.5,18,20,22	13	10
	PRIN MONEY PURCH	4 YRS/25% YR	40	10, 15, 20	12	13
MERS	DEFINED BENEFIT	5	32	18	10	0
	DEFINED BENEFIT	10	40	14, +8 HR YR, 20	14	10
MERS	DEFINED BENEFIT	10	40	24, 30, 36		
MERS	HYBRED 50/50%	5/10	40	10, 15, 20		6
			32	5, 10, 15, 20	8	8
	None		4			

RETIREMENT THRU.	TYPE PENSION	YRS TO VEST	HOURS PER WEEK	VACATION DAYS	HOLIDAYS	PERSONAL/SICK DAYS
	DEFINED CONTRIBUTION		40	11, 16, 21, 25	18	8
MERS	DEFINED BENEFIT			11 TO 22		18
	DEFINED CONTRIBUTION		40			
WCERS	DEFINED BENEFIT	6	40	12 TO 25	13	12

RETIREMENT THRU.	TYPE PENSION	YRS TO VEST	HOURS PER WEEK	VACATION DAYS	HOLIDAYS	PERSONAL/SICK DAYS
			40			
			25			
			10			
			25			



COLLEGE	CELL PHONE	HEALTH INSUR	COPAY OF PREMIUM	COPAY AFTER DEDUCTIBLE
BACHELOR	NO	BCBS	10%	
	NO	BCN	20%	
		PRIORITY HEALTH HIGH DEDUCT	20%	
	NO	BCN	\$0	
Associates	NO	BCN HMO	\$0	\$25/PERSON \$75/FAMILY
	YES	BCBS PPO	10%	SEE COMMENTS
BACHELOR	NO	BCBS	\$ 20	
	YES	BCBS		
		BCN HMO		
		BCBS	10%	
	NO	BCBS	\$ -	
BACHELOR	NO	No		



COLLEGE	CELL PHONE	HEALTH INSUR	COPAY OF PREMIUM	COPAY AFTER DEDUCTIBLE
		BCBS HMO		
		CAFETERIA		
BACHELOR	YES	CAFETERIA		
BACHELOR	YES	BCBS		



COLLEGE	CELL PHONE	HEALTH INSUR	COPAY OF PREMIUM	COPAY AFTER DEDUCTIBLE



PAYMENT IN LIEU INSUR	VISION	VISION COPAY	DENTAL	DENTAL COPAY	LONG DISABILITY
\$ 600 / MONTH	NO	N/A	NO		NO
NO	NO	N/A	YES	20%	NO
\$ 300/MONTH	YES	20%	YES	20%	YES
50% HARDCAP LIMIT	YES	0%	YES	0%	YES
\$ 2,000/YEAR	YES	\$ 5 EXAM/\$10 GLASSES	YES	\$25/PERSON \$75/FAMILY	YES
\$3,833 FAMILY/\$1,278 SINGLE	YES		YES		YES
NO	YES	\$ 20	YES	\$ 20	NO
YES	YES	0%	YES	0%	YES
50% PREMIUM	YES	\$10	YES	-	YES
NOT ANSWERED	YES	10%	YES	10%	YES
NOT ANSWERED	YES		YES		YES
	no		no		no

PAYMENT IN LIEU INSUR	VISION	VISION COPAY	DENTAL	DENTAL COPAY	LONG DISABILITY
	YES		YES		
	YES		YES		
YES	YES		YES		YES

PAYMENT IN LIEU INSUR	VISION	VISION COPAY	DENTAL	DENTAL COPAY	LONG DISABILITY



SHORT DISABILITY	LIFE INSUR	LONGEVITY	RETIREE HEALTH CARE	TUITION REIMBURS	AD&D INSUR
NO	ON JOB EVENT	NO	NO	NO	NO
NO	\$25,000	NO	NO	YES	NO
YES	YES	NO	NO	YES	SELF
YES	YES/BASED ON AGE	NO	YES	60%	YES
YES	\$100,000	NO	NO	YES	NO
YES	YES	\$500, \$750, \$1000, \$1250	NO	NO	YES
NO	\$ 10,000	.5% EVERY 5 YEARS	NO	NO	NO
YES	YES	YES	NO	YES	YES
YES	\$50,000	NO	HCSP	YES	YES
YES	YES	NO	NO	TES	YES
	\$35,000				
no	yes			yes	

SHORT DISABILITY	LIFE INSUR	LONGEVITY	RETIREE HEALTH CARE	TUITION REIMBURS	AD&D INSUR
	\$ 50,000	2 TO 10 BASED ON YRS			
	\$ 30,000 TO \$ 50,000	3 TO 9%			
	1 TO 3* ANNUAL SALARY			YES	YES
YES	1 YR PAY	YES	YES	YES	NO

SHORT DISABILITY	LIFE INSUR	LONGEVITY	RETIREE HEALTH CARE	TUITION REIMBURS	AD&D INSUR



BEREAVEMENT DAYS	
	\$200 A MONTH TO has
1 TO 4	
1 TO 3	
1 TO 4	\$1400 SINGLE/\$2800 FAMILY DEDUCTIBLE
1 TO 3	DEFINED BENEFIT BASED ON YEARS: 4 TO 14%
1 TO 7	ONE POSITION NEW/VACANT
	*DUTIES INCLUDE
UNANSWERED	BCBS HIGH DEDUCTIBLE/UNIT PAYS
	HCSP- City \$70 /Employee \$35 chk
3	3 health Plans: you = 10% of cost higher deductible.



BEREAVEMENT DAYS	
	MMAO + 5% YR/MAAO +2% YR BONUS
1 TO 5	



BEREAVEMENT DAYS	

Red bar

Grey bar

Grey bar

Grey bar

Grey bar

Grey bar

Grey bar

Grey bar

Red bar

Grey bar

Grey bar

Red bar

Conway Township

8015 N. Fowlerville Road
PO Box 1157
Fowlerville MI 48836

Phone 517-223-0358

Fax 517-223-0533



Motion Form

I move that:

We hire Brande Nogafsky as our new Assessor, beginning the day after Karen Page's retirement in December at a starting salary of \$42,000 annually with an increase tied to the consumer price index for the next four years.

Maker Name: Bill Grubb _____ Maker Signature _____ Date 10/30/2024__

Seconded: YES NO (Please Circle One)

Disposition:

Adopted

Postponed Indefinitely:

Amended

Referred to:

Postponed to:

Laid on the Table

Withdrawn

Notes:
