



## Conway Township Board of Trustees

### Regular Board Meeting Minutes

**August 19th, 2025, at 7pm.**

Meeting called to order at 7:00pm by Supervisor Mike Brown with the Pledge of Allegiance and a moment of silence was held in memory of Tom Parker.

ROLL CALL: Present: D. Grubb (Treasurer); G. Pushies (Trustee); S. Porter (Trustee); M. Brown (Supervisor); T. Foote (Clerk)

	AGENDA	ACTIONS TAKEN	ITEMS DISCUSSED
1	Consent Agenda	<p>Motion to approve Consent Agenda by M. Brown. Second by G. Pushies. Motion Amended.</p> <p>Motion to approve the consent agenda as amended pending Charlie's review with board notification.</p> <p>Motion carried 5-0.</p>	<ul style="list-style-type: none"> <li>The board reviewed the Consent Agenda, including meeting minutes, financial reconciliations, disbursements, payroll, and budget reports for June and July. Discussion focused on timing of entries, reconciliation processes, and outstanding issues, particularly regarding journal entries.</li> <li>Amend minutes to clarify motion was amended rather than died.</li> <li>Correct payroll overpayment of \$487.10 for Brande via payroll deduction.</li> <li>Debbie's check deposited in July for \$236.30 needs review by Charlie.</li> <li>Implementing new payroll sign-off procedures.</li> </ul>
	Additions to agenda/approval of meeting Agenda		No items were discussed or added.
	First call to the public		1 spoke from the public regarding the agenda topics
5	County Planning Commission Report		<ul style="list-style-type: none"> <li>Conditional rezoning for solar was approved in Iosco Township (west side) and denied (south side); Deerfield Township rezoning approved.</li> </ul>



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			<ul style="list-style-type: none"> <li>• Intern Abby was recognized for a farm preservation presentation and received a state award.</li> <li>• Upcoming full rezonings for Heartland Township at 59 and 23.</li> </ul>
6	Planning Commission Ex-Officio Report		<ul style="list-style-type: none"> <li>• See minutes for updates</li> </ul>
7	Clerk's Update		<ul style="list-style-type: none"> <li>• Unlimited training is offered for our website, and we will be setting up dates for training in the office.</li> <li>• MTA membership has been officially renewed.</li> <li>• We received letter of praise from Putnam Twp for our BS&amp;A on having best chart of accounts and are a model for other townships to follow.</li> </ul>
8	Board of Trustee Pay	<p>Motion that G. Pushies pay for Ex-Officio Board is set at \$196, at the elected official rate, but it belongs in the planning and zoning category by S. Porter.</p> <p>Second by D. Grubb.</p> <p>Motion passed 4-0 in Roll Call Vote with 1 abstention:  D. Grubb (Yes)  S. Porter (Yes)  G. Pushies (Abstain)  T. Foote (Yes)</p>	<ul style="list-style-type: none"> <li>• Discussion centered on proper compensation for board members serving as ex officio on the Planning Commission, referencing past resolutions and practices. The board agreed to clarify and standardize pay rates and budget allocations for these roles, including the fire board.</li> <li>• Historical precedent and a recent motion set the rate at \$196, paid from the Planning Commission budget.</li> <li>• Fire board pay rate needs to be located and updated in policy for next month's agenda.</li> </ul>



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		M. Brown (Yes)	
9	Website		<ul style="list-style-type: none"> <li>The board discussed ongoing issues with Civic Plus hosting and codifying township ordinances. The process has been delayed due to the need for legal review and Planning Commission input. The board renewed the contract and plans to expedite completion.</li> </ul>
10	BS&A for Trustees	<p>Motion to approve BS&amp;A access for trustees, view only to the accounting module, only through the VPN by M. Brown. Second by S. Porter. Motion carried 4-1.</p>	<ul style="list-style-type: none"> <li>Extensive debate regarding trustee access to BS&amp;A accounting software. Concerns raised about security, transparency, and statutory duties. Trustees requested view-only access to facilitate oversight and reduce staff workload. Security protocols (VPN) were discussed.</li> </ul>
11	Decker Agency Proposal	<p>Motion to approve the Decker agency premium proposal, not to exceed \$14,177 by T. Foote. Second by G. Pushies.</p> <p>Motion passed 5-0 in roll call vote:  D. Grubb- Y  G. Pushies- Y  S. Porter- Y  T. Foote- Y  M. Brown- Y</p>	<ul style="list-style-type: none"> <li>Board reviewed insurance coverage for township buildings, agreed to increase coverage to \$300/sq ft, raising the premium by \$212/year.</li> </ul>
12	Michigan Association of Municipal Cemeteries Renewal	<p>Motion to renew the Michigan Association of Municipal Cemeteries at the \$45 per year by D. Grubb. Second by G. Pushies.</p>	<ul style="list-style-type: none"> <li>Renewal of Michigan Association of Municipal Cemeteries membership for \$45/year.</li> <li>Discussion about missed seminar due to timing and plans for future attendance.</li> </ul>



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		Motion passed 5-0.	
13	Frech Show Cause Hearing	<p>Motion to table the show cause hearing until next month by G. Pushies.</p> <p>Second by S. Porter.</p> <p>Motion carried 5-0.</p>	<ul style="list-style-type: none"> <li>• <b>Issue:</b> Motorhome stored and intermittently occupied on property with well and septic. Land use permit was obtained, but no building permit pulled; construction not started.</li> <li>• Zoning violation for motorhome storage and occupancy.</li> <li>• Owner (Emily Frech) explained circumstances and intent to comply.</li> <li>• Motorhome may be stored for up to 30 days; longer-term storage requires it to be inside a barn or behind a house.</li> <li>• Board requested written response and tabled action for one month.</li> </ul>
14	Fowlerville School Liaison	<p>Motion to approve agreement for supplemental law enforcement for \$5,000 every six months for a total of \$10,000 for the 25-26 school year by S. Porter.</p> <p>Second by M. Brown.</p> <p>Motion passed 5-0 in roll call vote: D. Grubb- Y G. Pushies- Y S. Porter- Y T. Foote- Y M. Brown- Y</p>	<ul style="list-style-type: none"> <li>• Renewal of township's share of funding for school liaison officer (\$10,000/year, paid in two installments).</li> <li>• Discussion about officer duties, reporting, and security staff.</li> <li>• Funds cover 25% of salary and benefits; remaining 75% is covered by the school.</li> <li>• Board requested more detailed reports on liaison activities. Motion approved for funding for the 2025-2026 school year.</li> </ul>



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	Board Member Discussion		<b>Eva Lane Pool Violation</b> <ul style="list-style-type: none"><li>Multiple zoning administrators have been involved since 2022. Homeowners are attempting to exchange driveway property for pool property, requiring neighbor approval and master deed amendment.</li><li>Resident built a deck and pool on association land; association may bear responsibility for violations.</li><li>Tickets have been issued for ordinance violations, with 2 paid and the 3rd pending. Enforcement pace and ticketing frequency were discussed; ordinance language is ambiguous and may need clarification.</li><li>Board may need to revise ticket fine structure for cost-effectiveness.</li></ul>
	Last Call to the Public		<p>3 members of the public spoke with one being Doug Helzerman about the county.</p> <b>County Commissioner and Infrastructure Updates</b> <ul style="list-style-type: none"><li>Capital improvement plan approved for projects over \$50,000 with a lifespan of three years.</li><li>County is consolidating two 9-1-1 alert systems to reduce confusion.</li><li>County health department lost significant federal funding, resulting in staff reductions. A proposed 38% fee increase is under review.</li><li>A non-opioid directive is being developed for residents to opt out of opioid prescriptions unless necessary.</li></ul>



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			<ul style="list-style-type: none"><li>Fall River Road reconstruction scheduled to begin September 1, lasting 7–10 working days. Drain work funded by county ARPA funds; new drain project documentation is being ordered for review.</li></ul> <p><b>Public comment:</b> Detention pond maintenance may be needed due to overgrowth and brush dumping.</p>
		<p>Motion to adjourn made by G. Pushies. Second by S. Porter. Motion carried 5-0.</p> <p>Meeting adjourned at 9:00pm.</p>	<p>Meeting adjourned at 9:00pm.</p>

Approved: 10/21/2025