

Conway Township

Board Meeting

July 15, 2025

7:00 p.m.

AGENDA

Call to Order

Roll Call

Consent Agenda

1. Approval of the June 17, 2025 meeting minutes.
2. Account Reconciliations
3. Disbursement/Payroll report
4. Budget Report

Additions/Approval of Board Meeting Agenda

Call to the Public Regarding Agenda Items Only

Reports and Communications

5. County Planning Commission Report
6. Planning Commission Ex-Officio Report
7. Clerks Update
8. Fire Board Update

Presentations

9. Kevin Decker (Insurance)

Old Business

10. Bank Signatures
11. Waste Management

New Business

12. Monroe Show Cause Hearing
13. Shredding Contract
14. Proposal for Headland Solar Noise Assessment

Board Member Discussion

Call to the Public

Adjournment

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Conway Township Board of Trustees

Regular Board Meeting Minutes

June 17th, 2025, at 7pm.

Meeting called to order at 7:00pm by Supervisor Mike Brown with the Pledge of Allegiance

ROLL CALL: Present: G. Pushies (Trustee); S. Porter (Trustee); M. Brown (Supervisor);

T. Foote (Clerk);

Not Present: D. Grubb (Treasurer)

	AGENDA	ACTIONS TAKEN	ITEMS DISCUSSED
1	Consent Agenda	Motion to approve Consent Agenda by T. Foote. Second by M. Brown. Motion carried 3-1.	<ul style="list-style-type: none">• Questions about outstanding checks.• Double-check the coding for AccuShred under professional and contractual services and verify budget allocation.• Verify the correct budgeting and coding for the cemetery wages under Journal Entry Payroll.• Monitor budget overruns and improvements.
	Additions to agenda/approval of meeting Agenda	Motion to approve the agenda as amended for the June 17 th meeting by S. Porter. Second by G. Pushies. Motion carried 4-0.	<ul style="list-style-type: none">• Add 6a for assessing report• Add 11a for the Zoning report• Add 21 for Resolution for Tax Admin Fee• Add 22 for Insurance and Bonding
	First call to the public		No comments from the public regarding the agenda topics
5	Treasury Training Report		<ul style="list-style-type: none">• Investment policy needs review• BS&A Training went well
6	Recreation Report	Motion to make a final payment of \$6500 for the remainder of 24-25 recreation expenses by S. Porter. Second by G. Pushies	<ul style="list-style-type: none">• The signed agreement was received by Handy Township unamended (the original version) rather than the intended amended version with prior discussed changes.

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Regular Board Meeting Minutes

June 17th, 2025, at 7pm.

		Motion carried 4-0 in roll call vote: G. Pushies- Y S. Porter- Y T. Foote- Y M. Brown- Y	<ul style="list-style-type: none">Discussed letter received in December about making the final payment for the 24-25 expenses.
6a	Assessing Report		<ul style="list-style-type: none">The board reviewed the need for updated maps due to 32 new parcels.Decisions on postponing certain map updates (big map overhaul vs. free GIS-generated PDF) were deliberated.Proceed with the GIS-generated PDF for in-house use and update the big map later after reviewing costs.Attended In house training with other assessors for BS&A but still waiting on a date for one-on-one training.
7	Cemetery Report		<ul style="list-style-type: none">Re-elected Jamie as the new chair for the cemetery committee
8	County Planning Commission Report		<ul style="list-style-type: none">Encourages Conway Township to investigate elderly accessory dwelling.
9	Planning Commission Ex-Officio Report		<ul style="list-style-type: none">Planning commission master plan survey available on website July 1st, 2025.
10	Clerks Update	Motion to discontinue use of Next Request by Civic Plus button for FOIA requests on the website due to minimal usage by T. Foote. Second by G. Pushies. Motion carried 4-0.	<ul style="list-style-type: none">MTA Membership: Current membership is active; renewal is due in August. Three options are available: premium pass (all courses), plus, and essentials. Decision deferred to next meeting.Fowlerville Business Association: Annual fee is \$250. The board questioned the value, as no tangible

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June 17th, 2025, at 7pm.

			<p>benefits or communications have been received. Members will research and revisit at the next meeting.</p> <ul style="list-style-type: none">• FOIA Request Button: Only one FOIA request was received in the past year. The board voted to discontinue the paid service and rely on downloadable forms and in-person requests.• The American Express card is being phased out; Visa (through Bank of Ann Arbor) will be the sole card moving forward.• The Township received a FOIA request from lawyers representing Headland Solar Ranger Power, with plans to file an extension supported by Foster Swift.• Ongoing issues with Heartland's compliance and UIA's refusal to accept paper POA. Filing must be digital; quarterly filings required even if zero owed. \$60 fee currently outstanding.
11	Fire Board Update		<ul style="list-style-type: none">• Doug Helzerman discussed Cohoctah's new fire station and the addition of 3 new 911 towers to address dead zones.
11a	Zoning Report		<ul style="list-style-type: none">• Luke Bryan Concert: Special use permit application incomplete; major concern over loss of 9-1-1 service during the event due to cell tower overload. Weekly meetings with the applicant planned; 9-1-1 director will not sign off until the issue is resolved. Deadline for application materials: July 1; concert date: September 20.• 7 new houses and 8 new pole barns have been built.• Violations and Enforcement:

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June 17th, 2025, at 7pm.

			<ul style="list-style-type: none">○ 9148 Eva Lane: Pool and deck built on community open space without a permit; multiple notices sent, attorneys involved, show cause hearing scheduled for July 15.○ HOA Formation: Residents on Eva Lane need to form an HOA to resolve open space issues.○ 6096 North Gregory Road: New owner living in camper without a building permit; final notice sent, likely to proceed to court.○ Elm Street Wholesale: No rezoning application submitted; third notice and show cause pending.○ Ives Farm (8224 Mohrle Road): Unpermitted auto scrap/recycling operation (10–12 acres); first notice to be sent imminently due to environmental concerns.● Policy 13: Board discussed being methodical and fair in enforcement but acknowledged the need for timely action.
12	Accounting Presentation	<p>Motion to accept a proposal of \$5700 from Pfeffer Hanniford and Palka (PHP) to prepare audit by M. Brown.</p> <p>Second by S. Porter.</p> <p>Motion carried 4-0 in roll call vote.</p> <p>G. Pushies- Y</p>	<ul style="list-style-type: none">● Charlie presented two documents: one for current year audit preparation (\$5,700 approved), and one for ongoing monthly oversight and training for 25/26.● Emphasis on preparing all documentation for auditors in advance, monthly reconciliation, and staff training to reduce reliance on external accountants.

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Conway Township Board of Trustees

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June 17th, 2025, at 7pm.

		<p>S. Porter- Y T. Foote- Y M. Brown- Y</p> <p>Motion to approve 25/26 accounting services with PHP up to and not to exceed \$26,100 by S. Porter. Second by M. Brown. Motion carried in roll call vote 4-0.</p> <p>G. Pushies- Y S. Porter- Y T. Foote- Y M. Brown- Y</p>	<ul style="list-style-type: none">Quarterly progress updates from Charlie requested.Transition of financial statement preparation from accountant to auditor (Maner Costerisan) for independence.Issues with outstanding checks and budget entries discussed; process improvements planned.
13	Attorney Costs	<p>Motion to accept Gormley Law as our new general counsel by G. Pushies. Motion Died.</p> <p>Motion to hire Foster & Swift as our new general counsel by S. Porter. Second by M. Brown.</p> <p>Motion carried 3-1 in roll call vote.</p> <p>G. Pushies- N S. Porter- Y T. Foote- Y</p>	<ul style="list-style-type: none">Follow-up from the previous meeting to come to a decision regarding changing general counsel.

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Conway Township Board of Trustees

Regular Board Meeting Minutes

June 17th, 2025, at 7pm.

		M. Brown- Y	
14	Bank Signatures		<ul style="list-style-type: none">Everything has been signed with Chase Bank.
15	Consumer Public Hearing	<p>Motion to proceed into a public hearing at 9:14pm for Consumers Energy which maintains power gas lines in our Township to review ordinance that renews every 30 years by M. Brown.</p> <p>Second by S. Porter.</p> <p>Motion carried 4-0.</p> <p>Motion to close public hearing at 9:16pm by M. Brown.</p> <p>Second by G. Pushies.</p> <p>Motion carried 4-0.</p> <p>Motion to approve Consumers Energy Ordinance 29 by M. Brown.</p> <p>Second by S. Porter.</p> <p>Motion carried 4-0.</p>	<ul style="list-style-type: none">The board conducted a public hearing concerning the consumer energy company gas franchise ordinance, including reviewing legal documents and long-term easement agreements.Questions regarding the timeline (every 30 years) and required approvals were raised.
16	Bid for Stone Removal at the Hall	<p>Motion to hire 42 N Outdoors to remove rocks, reseed and add topsoil in the amount of \$2300 by T. Foote.</p> <p>Second by S. Porter.</p> <p>Motion passed in roll call vote 4-0.</p> <p>G. Pushies- Y</p>	<ul style="list-style-type: none">Bids for stone removal and installation of grass/plant beds on south and southeast corners; stone to be reused on the retention pond.

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		S. Porter- Y T. Foote- Y M. Brown- Y	
17	Hall Occupancy		<ul style="list-style-type: none">• 194 people standing and 90 people with tables/chairs
18	List from Fire Marshall Inspection		<ul style="list-style-type: none">• Fire Marshal Compliance: Exit signs and batteries replaced; full inspection in six weeks.
19	Solar Ordinance Application Response		<ul style="list-style-type: none">• Application is incomplete
20	Knox Box for Township Hall	Motion to purchase KnoxBox 3200 as recommended by the Fire Marshall by M. Brown. Second by S. Porter. Motion carried 4-0 in roll call vote. G. Pushies- Y S. Porter- Y T. Foote- Y M. Brown- Y	<ul style="list-style-type: none">• The need for a KnoxBox (a secure key storage box) was raised to ensure that fire department access is maintained in emergencies.
21	Resolution Tax Admin Fee	Motion to accept Resolution 2506173 for Tax Admin Fee by T. Foote. Second by G. Pushies. Motion carried 4-0.	<ul style="list-style-type: none">• Tax admin fee for the tax bills
22	Insurance and Bonding	Motion to have current legal counsel review insurance and bonding policies for all board members and add trustees to	<ul style="list-style-type: none">• Legal counsel to review current insurance and bonding, including possible addition of trustees to the bonding policy.

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		bonding policy by G. Pushies. Second by S. Porter. Motion carried 4-0.	
	Board Member Discussion		<ul style="list-style-type: none">• ITC Power Line Project: Preliminary stages; 50+ mile line under consideration, with three possible routes. Board to share information with the public as permitted.
	Last Call to the Public		2 members of the public spoke.
		Motion to adjourn made by M. Brown. Second by G. Pushies. Motion carried 4-0. Meeting adjourned at 9:39pm.	Meeting adjourned at 9:39pm.

BANK RECONCILIATION REPORT FOR CONWAY TOWNSHIP

Bank GEN - BOAA - GENERAL FUND
From: 06/01/2025 To: 06/30/2025
Reconciliation Record: 0000000220

Beginning GL Balance:	232,292.66
Add: Cash Receipts	13,366.43
Less: Cash Disbursements	(22,631.48)
Less: Journal Entries/Other	(20,510.59)
Ending GL Balance:	<u>202,517.02</u>
Ending Bank Balance:	222,064.69
Add: Deposits/Transactions In Transit	0.00

Check Date	Check Number	Name	AP Checks	Amount
05/24/2025	12809	JAMIE HERTZLER		10.50
05/24/2025	12815	HART INTERCIVIC, INC.		658.00
05/31/2025	12822	JEFF JUDD		6,708.00
06/18/2025	12825	DEBBIE GRUBB		155.82
06/18/2025	12827	LOWE, DIANA		26.32
06/18/2025	12829	JAMIE HERTZLER		15.89
06/18/2025	12831	LIVINGSTON COUNTY MUNICIPAL CLERKS ASSOC		100.00
06/18/2025	12832	LOWE, DIANA		9.68
06/18/2025	12834	DEBBIE GRUBB		175.00
06/24/2025	12836	R.I. THOMAS PROPERTY MAINTENANCE		420.00
06/24/2025	12837	LOWE, DIANA		9.68
06/24/2025	12838	PROGRESSIVE HARDWARE SUPPLIERS		305.00
06/24/2025	12839	COOPER & RIESTERER, PLC		2,385.65
06/24/2025	12841	FOSTER SWIFT		55.56
06/24/2025	12842	PFEFFER-HANNIFORD-PALKA		5,000.00
06/24/2025	12843	MICHIGAN TOWNSHIPS ASSOCIATION		439.00
06/24/2025	12844	42 NOTH OUTDOOR SERVICES		308.57
06/24/2025	12845	MCKENNA ASSOCIATES		2,765.00
				<u>19,547.67</u>

Total - 18 Outstanding Checks:	19,547.67
Adjusted Bank Balance	202,517.02
Unreconciled Difference	0.00

REVIEWED BY: _____ DATE: _____

BANK RECONCILIATION REPORT FOR CONWAY TOWNSHIP

Bank RDSAV - BOAA - ROAD SAVINGS

From: 06/01/2025 To: 06/30/2025

Reconciliation Record: 0000000224

Beginning GL Balance:	540,415.67
Add: Journal Entries/Other	666.64
Ending GL Balance:	<u>541,082.31</u>
Ending Bank Balance:	541,082.31
Add: Deposits/Transactions In Transit	0.00
Total - 0 Outstanding Checks:	0.00
Adjusted Bank Balance	541,082.31
Unreconciled Difference	0.00

REVIEWED BY: _____ DATE: _____

BANK RECONCILIATION REPORT FOR CONWAY TOWNSHIP

Bank ROAD - BOAA - ROAD CHECKING

From: 06/01/2025 To: 06/30/2025

Reconciliation Record: 0000000223

Beginning GL Balance:	201,797.67
Add: Journal Entries/Other	205.67
Ending GL Balance:	<hr/> 202,003.34
Ending Bank Balance:	202,003.34
Add: Deposits/Transactions In Transit	0.00
Total - 0 Outstanding Checks:	0.00
Adjusted Bank Balance	202,003.34
Unreconciled Difference	0.00

REVIEWED BY: _____ DATE: _____

BANK RECONCILIATION REPORT FOR CONWAY TOWNSHIP

Bank TRUST - BOAA - TRUST AND AGENCY

From: 06/01/2025 To: 06/30/2025

Reconciliation Record: 0000000222

Beginning GL Balance:	24,584.18
Less: Cash Disbursements	(1,050.00)
Add: Journal Entries/Other	11.39
Ending GL Balance:	<u>23,545.57</u>
Ending Bank Balance:	23,895.57
Add: Deposits/Transactions In Transit	0.00

Check Date	Check Number	Name	AP Checks	Amount
06/24/2025	1130	WOODS, DIANA MARY		350.00
				350.00
		Total - 1 Outstanding Checks:		350.00
		Adjusted Bank Balance		23,545.57
		Unreconciled Difference		0.00

REVIEWED BY: _____ DATE: _____

BANK RECONCILIATION REPORT FOR CONWAY TOWNSHIP

Bank DOG - BOAA - DOG LICENSE
From: 06/01/2025 To: 06/30/2025
Reconciliation Record: 0000000221

Beginning GL Balance:	714.52
Less: Cash Disbursements	(350.00)
Add: Journal Entries/Other	0.09
Ending GL Balance:	<hr/> 364.61

Ending Bank Balance:	14.61
Add: Miscellaneous Transactions	350.00
Add: Deposits/Transactions In Transit	0.00

Check Date	Check Number	Name	AP Checks	Amount
05/06/2025	1078	CONWAY TOWNSHIP		0.00
				0.00

Total - 1 Outstanding Checks:	0.00
Adjusted Bank Balance	364.61
Unreconciled Difference	0.00

REVIEWED BY: _____ DATE: _____

BANK RECONCILIATION REPORT FOR CONWAY TOWNSHIP

Bank TAX - BOAA - TAX FUND
From: 06/01/2025 To: 06/30/2025
Reconciliation Record: 0000000219

Beginning GL Balance:	13,978.80
Add: Journal Entries/Other	6.89
Ending GL Balance:	<u>13,985.69</u>
Ending Bank Balance:	14,763.23
Add: Deposits/Transactions In Transit	0.00

Check Date	Check Number	Name	AP Checks	Amount
03/26/2025	3833	HITCHCOCK, GARRETT & DEAN, RACHAEL		240.32
03/26/2025	3834	VOGEL, ROBERT & HILLARY		115.22
03/26/2025	3836	GEPPERT, ANNA C		78.54
03/26/2025	3838	BRIGGS, ADAM & JENNIFER		109.04
03/26/2025	3844	SERMAN DON & DENBROCK SAVANNA		30.99
03/26/2025	3846	SIKKILA, JAMES R.		140.98
03/26/2025	3857	DERIAN, DANIEL TRUST		20.00
03/26/2025	3863	MORRIS, BRIAN & DEANNE TRUST		3.71
03/26/2025	3864	PIETRZYK JOHN & KARI		0.58
03/26/2025	3867	FUHST, KEVIN & MICHELLE R		10.34
03/26/2025	3876	FULLER, JOHN		15.00
03/26/2025	3877	HAMEL, T NIGEL		12.82
				<u>777.54</u>

Total - 12 Outstanding Checks:	777.54
Adjusted Bank Balance	13,985.69
Unreconciled Difference	0.00

REVIEWED BY: _____ DATE: _____

BANK RECONCILIATION REPORT FOR CONWAY TOWNSHIP

Bank CEM - BOAA - CEMETERY
 From: 06/01/2025 To: 06/30/2025
 Reconciliation Record: 0000000216

Beginning GL Balance:	64,307.06
Less: Cash Disbursements	(1,774.29)
Add: Journal Entries/Other	30.04
Ending GL Balance:	<u>62,562.81</u>
Ending Bank Balance:	64,337.10
Add: Deposits/Transactions In Transit	0.00

Check Date	Check Number	Name	AP Checks	Amount
06/24/2025	1043	42 NOTH OUTDOOR SERVICES		1,774.29
				1,774.29
		Total - 1 Outstanding Checks:		1,774.29
		Adjusted Bank Balance		62,562.81
		Unreconciled Difference		0.00

REVIEWED BY: _____ DATE: _____

BANK RECONCILIATION REPORT FOR CONWAY TOWNSHIP

Bank MSUSV - MSUFCU - CONTINGENT SAVER

From: 06/01/2025 To: 06/30/2025

Reconciliation Record: 0000000217

Beginning GL Balance:	5.00
Ending GL Balance:	5.00
Ending Bank Balance:	5.00
Add: Deposits/Transactions In Transit	0.00
Total - 0 Outstanding Checks:	0.00
Adjusted Bank Balance	5.00
Unreconciled Difference	0.00

REVIEWED BY: _____ DATE: _____

BANK RECONCILIATION REPORT FOR CONWAY TOWNSHIP

Bank MSUCD - MSUFCU - TIME DEPOSIT (CD)

From: 06/01/2025 To: 06/30/2025

Reconciliation Record: 0000000218

Beginning GL Balance:	262,549.81
Add: Journal Entries/Other	2,863.03
Ending GL Balance:	<u>265,412.84</u>
Ending Bank Balance:	265,412.84
Add: Deposits/Transactions In Transit	0.00
Total - 0 Outstanding Checks:	0.00
Adjusted Bank Balance	265,412.84
Unreconciled Difference	0.00

REVIEWED BY: _____ DATE: _____

BANK RECONCILIATION REPORT FOR CONWAY TOWNSHIP

Bank BLDG - CHASE - BUILDING FUND
From: 06/01/2025 To: 06/30/2025
Reconciliation Record: 0000000215

Beginning GL Balance:	99,559.09
Add: Journal Entries/Other	0.83
Ending GL Balance:	<u>99,559.92</u>
Ending Bank Balance:	99,559.92
Add: Deposits/Transactions In Transit	0.00
Total - 0 Outstanding Checks:	0.00
Adjusted Bank Balance	99,559.92
Unreconciled Difference	0.00

REVIEWED BY: _____ DATE: _____

BANK RECONCILIATION REPORT FOR CONWAY TOWNSHIP

Bank MM - HUNTINGTON - MONEY MARKET

From: 06/01/2025 To: 06/30/2025

Reconciliation Record: 0000000214

Beginning GL Balance:	237,756.89
Add: Journal Entries/Other	48.86
Ending GL Balance:	<u>237,805.75</u>
Ending Bank Balance:	237,805.75
Add: Deposits/Transactions In Transit	0.00
Total - 0 Outstanding Checks:	0.00
Adjusted Bank Balance	237,805.75
Unreconciled Difference	0.00

REVIEWED BY: _____ DATE: _____

CHECK DISBURSEMENT REPORT FOR CONWAY TOWNSHIP

CHECK DATE 06/01/2025 - 06/30/2025

Check Date	Bank Account	Check #	Payee	Description	Account	Dept	Amount
Fund: 101 GENERAL							
06/18/2025	GEN	12823	ECONO PRINT	TAX BILL PRINTING	900.000	261	719.36
				POSTAGE FOR TAX BILLS AND PROCESSING	957.000	261	1,117.86
		Check GEN 12823 Total for Fund 101 GENERAL					1,837.22
06/18/2025	GEN	12824	ECONO PRINT	PC FLYER SURVEY BULK PRINT	900.000	261	406.40
06/18/2025	GEN	12825	DEBBIE GRUBB	36.3 BANK ARPA TRANSFER	860.000	261	25.41
				186.3 MMTA CONFERENCE	860.000	261	130.41
		Check GEN 12825 Total for Fund 101 GENERAL					155.82
06/18/2025	GEN	12826	LEAH BLEVINS	39 MILES - P.O. -VFW- ANTRIM	860.000	261	27.30
06/18/2025	GEN	12827	LOWE, DIANA	37.6 MILES POST OFFICE DAILY	860.000	261	26.32
06/18/2025	GEN	12828	SUSAN EGBERT	26.4 BANK	860.000	261	18.48
06/18/2025	GEN	12829	JAMIE HERTZLER	22.7 CEMETARY CLEAN UP	860.000	261	15.89
06/18/2025	GEN	12830	GARY KLEIN	22.7 CEMETARY	860.000	261	15.89
06/18/2025	GEN	12831	LIVINGSTON COUNTY MUNICIPAL CLERKS	LIV. COUNTY CLERKS ASSOCIATION DUES	956.000	261	100.00
06/18/2025	GEN	12832	LOWE, DIANA	CERTIFIED LETTER POSTAGE	957.000	261	9.68
06/18/2025	GEN	12833	H & H PUBLICATION	ZBA HEARING X 2/ PC COMM HEAR/ SPRING/	900.000	261	265.00
06/18/2025	GEN	12834	DEBBIE GRUBB	MTA PRE CONFERENCE CLASS	969.000	253	175.00
06/18/2025	GEN	12835	BRANDE NOGAFSKY	210.1 MILES	860.000	261	147.07
06/24/2025	GEN	12836	R.I. THOMAS PROPERTY MAINTENANCE	5/2,5/16,5/30 CLEANING	935.000	265	420.00
06/24/2025	GEN	12837	LOWE, DIANA	CERTIFIED MAIL ZONING 3RD NOTICE	957.000	261	9.68
06/24/2025	GEN	12838	PROGRESSIVE HARDWARE SUPPLIERS	SERVICE FRONT DOOR PUSH PLATE	935.000	265	305.00
06/24/2025	GEN	12839	COOPER & RIESTERER, PLC	MAY GENERAL COUNSEL FEES	804.000	267	2,385.65
06/24/2025	GEN	12840	TARA FOOTE	69.8 MILES ANTRIM/KLEIN AND LIV. COUNTY	860.000	261	48.86
06/24/2025	GEN	12841	FOSTER SWIFT	ATTORNEY: FOSTER SWIFT MPSC LAWSUIT	804.000	267	55.56
06/24/2025	GEN	12842	PFEFFER-HANNIFORD-PALKA	VARIOUS CONSULTING, BUDGET AMENDMENTS	956.000	261	4,387.50
				SECLUDED ACRES CONSULTING AND REPORTING	956.000	261	1,170.00
				DISCOUNT FRIENDS AND FAMILY	956.000	261	(557.50)
		Check GEN 12842 Total for Fund 101 GENERAL					5,000.00
06/24/2025	GEN	12843#	MICHIGAN TOWNSHIPS ASSOCIATION	SEMINARS AND WORKSHOPS:ASSESSING UNIQUEN	969.000	171	150.00
				SEMINARS AND WORKSHOPS: BOARD ROLES RESP	969.000	215	175.00
				AUTHORITIES OF MICHIGAN TOWNSHIPS BOOKS	956.000	261	114.00
		Check GEN 12843 Total for Fund 101 GENERAL					439.00
06/24/2025	GEN	12844	42 NOTH OUTDOOR SERVICES	LAWN MOWING:TOWNSHIP HALL	814.000	265	308.57
06/24/2025	GEN	12845	MCKENNA ASSOCIATES	MAKENNA: MASTER PLAN RESEARCH, ATTEND ME	805.000	267	2,765.00
06/30/2025	GEN	25(E)	MERS	APRIL MERS RETIREMENT	231.000	000	385.32
06/30/2025	GEN	26(E)	MERS	MAY MERS RETIREMENT	231.000	000	385.34
06/06/2025	GEN	27(E)#	AMERICAN EXPRESS	APPLIED INNOVATIONS	956.000	261	3,135.89

CHECK DISBURSEMENT REPORT FOR CONWAY TOWNSHIP

CHECK DATE 06/01/2025 - 06/30/2025

Check Date	Bank Account	Check #	Payee	Description	Account	Dept	Amount
Fund: 101 GENERAL							
				ADOBE	956.000	261	38.97
				INTERMEDIA	859.000	265	383.45
				SURF	859.000	265	105.00
				APPLIED INNOVATIONS	956.000	261	72.19
				APPLIED INNOVATIONS	956.000	261	84.50
				CREDIT FROM AMAZON	956.000	261	(109.56)
Check GEN 27(E) Total for Fund 101 GENERAL							3,710.44
06/25/2025	GEN	28(E)#	VISA	SUSIE HOTEL FEES FROM BASIC INSTITUTE	969.000	253	403.20
				SUSIE HOTEL FEES FROM BASIC INSTITUTE	969.000	253	100.80
				AMAZON DISPLAY CASES FOR FRONT OF BUILDI	935.000	265	331.98
				AT&T BILL PAYMENT	859.000	265	266.20
				CORRIGAN OIL	920.000	265	30.47
				DEBBIE HOTEL FEES FROM MMTA	969.000	253	302.40
				WASTE MANAGMENT	920.000	265	73.12
				DTE BILL	920.000	265	291.81
				APPLIED INNOVATION	956.000	261	3,515.89
				AMAZON PRIME MEMBERSHIP FEE	956.000	261	129.00
				CREDIT CARD PAYMENT	202.100	000	(2,231.88)
Check GEN 28(E) Total for Fund 101 GENERAL							3,212.99
Total For Fund: 101							22,631.48
Fund: 209 CEMETERY							
06/24/2025	CEM	1043	42 NOTH OUTDOOR SERVICES	LAWN MOWING: ANTRIM	814.000	567	462.87
				LAWN MOWING: BENJAMIN	814.000	567	347.14
				LAWN MOWING: COUGHRAN	814.000	567	347.14
				LAWN MOWING: KLEIN	814.000	567	308.57
				LAWN MOWING: MILLER	814.000	567	308.57
Check CEM 1043 Total for Fund 209 CEMETERY							1,774.29
Total For Fund: 209							1,774.29
Fund: 701 TRUST & AGENCY							
06/18/2025	TRUST	1128	SUSAN EGBERT	HALL SECURITY DEPOSIT REFUND	215.100	000	350.00
06/24/2025	TRUST	1129	HIBBARD, JOHN E JR & BRENDA A	HALL SECURITY DEPOSIT REFUND	215.100	000	350.00
06/24/2025	TRUST	1130	WOODS, DIANA MARY	HALL SECURITY DEPOSIT REFUND	215.100	000	350.00
Total For Fund: 701							1,050.00
Fund: 703 CURRENT TAX COLLECTION							
06/11/2025	DOG	1079	CONWAY TOWNSHIP	DUE TO TOWNSHIP FROM DOG LICENSES	001.100	000	16.50
06/11/2025	DOG	1080	LIVINGSTON COUNTY TREASURER	DUE TO COUNTY JAN-APRIL	001.100	000	333.50
Total For Fund: 703							350.00
Report Total:							25,805.77
'#'-INDICATES CHECK DISTRIBUTED TO MORE THAN ONE DEPARTMENT							

INVOICE DISTRIBUTION REPORT FOR CONWAY TOWNSHIP

POST DATES 06/01/2025 - 06/30/2025

POSTED AND UNPOSTED

OPEN AND PAID

GL Number	Invoice Line Desc	Vendor Name	Invoice Description	Amount	Check Number
Fund: 101 GENERAL					
Department: 000					
101-000-202.100	CREDIT CARD PAYMENT	VISA	MAY CREDIT CARD CHARGES	(2,231.88)	28
101-000-231.000	APRIL MERS RETIREMENT	MERS	MERS RETIREMENT MAY PAYROLL	385.32	25
101-000-231.000	MAY MERS RETIREMENT	MERS	MERS RETIREMENT JUNE PAYROLL	385.34	26
Total Department 000				(1,461.22)	
Department: 171 SUPERVISOR					
101-171-969.000	SEMINARS AND WORKSHOPS:ASS MICHIGAN TOWNSHIPS ASSOCIA	MTA	CONFERENCE CLASS AND BOOKS	150.00	12843
Total Department 171 SUPERVISOR				150.00	
Department: 215 CLERK					
101-215-969.000	SEMINARS AND WORKSHOPS: BO MICHIGAN TOWNSHIPS ASSOCIA	MTA	CONFERENCE CLASS AND BOOKS	175.00	12843
Total Department 215 CLERK				175.00	
Department: 253 TREASURER					
101-253-969.000	MTA PRE CONFERENCE CLASS	DEBBIE GRUBB	MTA CONFERENCE CLASS	175.00	12834
101-253-969.000	SUSIE HOTEL FEES FROM BASI VISA		MAY CREDIT CARD CHARGES	403.20	28
101-253-969.000	SUSIE HOTEL FEES FROM BASI VISA		MAY CREDIT CARD CHARGES	100.80	28
101-253-969.000	DEBBIE HOTEL FEES FROM MMT VISA		MAY CREDIT CARD CHARGES	302.40	28
Total Department 253 TREASURER				981.40	
Department: 261 GENERAL GOVERNMENT					
101-261-860.000	36.3 BANK ARPA TRANSFER	DEBBIE GRUBB	MAY MILEAGE	25.41	12825
101-261-860.000	186.3 MMTA CONFERENCE	DEBBIE GRUBB	MAY MILEAGE	130.41	12825
101-261-860.000	39 MILES - P.O. -VFW- ANTR	LEAH BLEVINS	MAY MILEAGE	27.30	12826
101-261-860.000	37.6 MILES POST OFFICE DAI	LOWE, DIANA	MAY MILES	26.32	12827
101-261-860.000	26.4 BANK	SUSAN EGBERT	MAY MILES	18.48	12828
101-261-860.000	22.7 CEMETARY CLEAN UP	JAMIE HERTZLER	MAY MILES	15.89	12829
101-261-860.000	22.7 CEMETARY	GARY KLEIN	MAY MILES	15.89	12830
101-261-860.000	210.1 MILES	BRANDE NOGAFSKY	MAY MILES	147.07	12835
101-261-860.000	69.8 MILES ANTRIM/KLEIN AN	TARA FOOTE	MILES 69.8	48.86	12840
101-261-900.000	ZBA HEARING X 2/ PC COMM	H & H PUBLICATION	MAY PUBLICATIONS	265.00	12833
101-261-900.000	PC FLYER SURVEY BULK PRINT	ECONO PRINT	PC SURVEY FLYER BULK MAILING/PRINTING	406.40	12824
101-261-900.000	TAX BILL PRINTING	ECONO PRINT	SUMMER TAX BILL PRINTING AND MAILING	719.36	12823
101-261-956.000	APPLIED INNOVATIONS	AMERICAN EXPRESS	MAY AMEX BILL	3,135.89	27
101-261-956.000	ADOBE	AMERICAN EXPRESS	MAY AMEX BILL	38.97	27
101-261-956.000	APPLIED INNOVATIONS	AMERICAN EXPRESS	MAY AMEX BILL	72.19	27
101-261-956.000	APPLIED INNOVATIONS	AMERICAN EXPRESS	MAY AMEX BILL	84.50	27
101-261-956.000	CREDIT FROM AMAZON	AMERICAN EXPRESS	MAY AMEX BILL	(109.56)	27
101-261-956.000	LIV. COUNTY CLERKS ASSOCIA	LIVINGSTON COUNTY MUNICIPA	LIVINGSTON COUNTY MUNICIPAL CLERKS DUE	100.00	12831
101-261-956.000	AUTHORITIES OF MICHIGAN TO	MICHIGAN TOWNSHIPS ASSOCIA	MTA CONFERENCE CLASS AND BOOKS	114.00	12843
101-261-956.000	VARIOUS CONSULTING, BUDGET	PFEFFER-HANNIFORD-PALKA	CONSULTING SECLUDED ACRES AND ASSIST	4,387.50	12842
101-261-956.000	SECLUDED ACRES CONSULTING	PFEFFER-HANNIFORD-PALKA	CONSULTING SECLUDED ACRES AND ASSIST	1,170.00	12842
101-261-956.000	DISCOUNT FRIENDS AND FAMIL	PFEFFER-HANNIFORD-PALKA	CONSULTING SECLUDED ACRES AND ASSIST	(557.50)	12842
101-261-956.000	APPLIED INNOVATION	VISA	MAY CREDIT CARD CHARGES	3,515.89	28
101-261-956.000	AMAZON PRIME MEMBERSHIP FE	VISA	MAY CREDIT CARD CHARGES	129.00	28
101-261-957.000	CERTIFIED LETTER POSTAGE	LOWE, DIANA	REIMBURSEMENT OF POSTAGE CERTIFIED LET	9.68	12832
101-261-957.000	POSTAGE FOR TAX BILLS AND	ECONO PRINT	SUMMER TAX BILL PRINTING AND MAILING	1,117.86	12823
101-261-957.000	CERTIFIED MAIL ZONING 3RD	LOWE, DIANA	POSTAGE CERTIFIED MAIL	9.68	12837
Total Department 261 GENERAL GOVERNMENT				15,064.49	
Department: 265 BUILDING AND GROUNDS					

INVOICE DISTRIBUTION REPORT FOR CONWAY TOWNSHIP

POST DATES 06/01/2025 - 06/30/2025

POSTED AND UNPOSTED

OPEN AND PAID

GL Number	Invoice Line Desc	Vendor Name	Invoice Description	Amount	Check Number
Fund: 101 GENERAL					
Department: 265 BUILDING AND GROUNDS					
101-265-814.000	LAWN MOWING:TOWNSHIP HALL	42 NOTH OUTDOOR SERVICES	TOWNSHIP HALL LAWN CUTTING	308.57	12844
101-265-859.000	INTERMEDIA	AMERICAN EXPRESS	MAY AMEX BILL	383.45	27
101-265-859.000	SURF	AMERICAN EXPRESS	MAY AMEX BILL	105.00	27
101-265-859.000	AT&T BILL PAYMENT	VISA	MAY CREDIT CARD CHARGES	266.20	28
101-265-920.000	CORRIGAN OIL	VISA	MAY CREDIT CARD CHARGES	30.47	28
101-265-920.000	WASTE MANAGMENT	VISA	MAY CREDIT CARD CHARGES	73.12	28
101-265-920.000	DTE BILL	VISA	MAY CREDIT CARD CHARGES	291.81	28
101-265-935.000	5/2,5/16,5/30 CLEANING	R.I. THOMAS PROPERTY MAINT	MAY BI-WEEKLY CLEANING	420.00	12836
101-265-935.000	SERVICE FRONT DOOR PUSH PL	PROGRESSIVE HARDWARE SUPPL	SERVICE FRONT DOOR	305.00	12838
101-265-935.000	AMAZON DISPLAY CASES FOR F	VISA	MAY CREDIT CARD CHARGES	331.98	28
Total Department 265 BUILDING AND GROUNDS				2,515.60	
Department: 267 PROFESSIONAL FEES					
101-267-804.000	MAY GENERAL COUNSEL FEES	COOPER & RIESTERER, PLC	GENERAL COUNSEL MAY 2025	2,385.65	12839
101-267-804.000	ATTORNEY: FOSTER SWIFT MPS	FOSTER SWIFT	VS. MPSC LAWSUIT	55.56	12841
101-267-805.000	MAKENNA: MASTER PLAN RESEA	MCKENNA ASSOCIATES	PLANNING SERVICES	2,765.00	12845
Total Department 267 PROFESSIONAL FEES				5,206.21	
Total Fund 101 GENERAL				22,631.48	
Fund: 204 MUNICIPAL STREET					
Department: 450 ROADS					
204-450-812.000	CHLORIDING LOVEJOY AND SOB	CHLORIDE SOLUTIONS	CHLORIDING LOVEJOY AND SOBER FROM FOW	4,596.94	None
Total Department 450 ROADS				4,596.94	
Total Fund 204 MUNICIPAL STREET				4,596.94	
Fund: 209 CEMETERY					
Department: 567 CEMETERY					
209-567-814.000	LAWN MOWING: ANTRIM	42 NOTH OUTDOOR SERVICES	CEMETARY LAWNS	462.87	1043
209-567-814.000	LAWN MOWING:BENJAMIN	42 NOTH OUTDOOR SERVICES	CEMETARY LAWNS	347.14	1043
209-567-814.000	LAWN MOWING:COUGHRAN	42 NOTH OUTDOOR SERVICES	CEMETARY LAWNS	347.14	1043
209-567-814.000	LAWN MOWING:KLEIN	42 NOTH OUTDOOR SERVICES	CEMETARY LAWNS	308.57	1043
209-567-814.000	LAWN MOWING:MILLER	42 NOTH OUTDOOR SERVICES	CEMETARY LAWNS	308.57	1043
Total Department 567 CEMETERY				1,774.29	
Total Fund 209 CEMETERY				1,774.29	
Fund: 701 TRUST & AGENCY					
Department: 000					
701-000-215.100	HALL SECURITY DEPOSIT REFU	SUSAN EGBERT	SECURITY DEPOSIT REFUND HALL RENTAL	350.00	1128
701-000-215.100	HALL SECURITY DEPOSIT REFU	HIBBARD, JOHN E JR & BREND	HALL RENTAL SECURITY DEPOSIT REFUND	350.00	1129
701-000-215.100	HALL SECURITY DEPOSIT REFU	WOODS, DIANA MARY	HALL RENTAL SECURITY DEPOSIT REFUND	350.00	1130
Total Department 000				1,050.00	
Total Fund 701 TRUST & AGENCY				1,050.00	

INVOICE DISTRIBUTION REPORT FOR CONWAY TOWNSHIP

POST DATES 06/01/2025 - 06/30/2025

POSTED AND UNPOSTED

OPEN AND PAID

GL Number	Invoice Line Desc	Vendor Name	Invoice Description	Amount	Check Number
--- TOTALS BY FUND ---					
		101	GENERAL	22,631.48	
		204	MUNICIPAL STREET	4,596.94	
		209	CEMETERY	1,774.29	
		701	TRUST & AGENCY	1,050.00	
		Total For All Funds:		30,052.71	

Reporting Period: Current				
Payrolls Included in this Report				
Run #	Pay Group	Check Date	Period Ending	Payroll Run Type
156	Monthly	7/15/2025	6/30/2025	Regular Payroll

Full GL Account	Account Description	Debit	Credit
<u>Payroll Entries</u>			
101.000.231.000	Payroll Liabilities		4,806.19
101.000.231.200	Michigan Withholding Liability		756.55
101.101.702.000	Township Board:Salaries Wages	980.00	
101.171.702.000	Supervisor's Office:Salaries	2,026.83	
101.215.702.000	Clerk's Office:Salaries & Wages	2,309.36	
101.215.703.000	Clerk's Office:Deputies Wages	880.50	
101.253.702.000	Treasurer's Office:Salaries & Wages	2,172.91	
101.253.703.000	Treasurer's Office:Deputies Salaries	1,437.50	
101.257.702.000	Assessor:Salaries	4,210.52	
101.261.704.000	Unallocated:Receptionist salary	1,056.00	
101.261.710.000	Unallocated:Payroll Taxes	1,424.96	
101.261.808.000	Unallocated:Payroll Billing	232.44	
101.265.705.000	Building & Grounds:Hall Monitor Salary	225.00	
101.567.702.000	Cemetery:Salaries	421.01	
101.751.702.000	Planning & Zoning:Salaries	2,907.00	
101-000-001.000	First National - General Fund		14,991.76
101-000-001.000	First National - General Fund		232.44
101-000-001.000 - First National - General Fund Subtotal		0.00	15,224.20
103.863	Township Board:Township Unemployment	502.91	
Payroll Entries Total		20,786.94	20,786.94
<u>Impound Entries</u>			
101.000.231.000	Payroll Liabilities	4,240.50	
101.000.231.200	Michigan Withholding Liability	756.55	
101-000-001.000	First National - General Fund		4,997.05
Impound Entries Total		4,997.05	4,997.05
Report Total		25,783.99	25,783.99

BANK RECONCILIATION REPORT FOR CONWAY TOWNSHIP

Bank FLGCD - FLAGSTAR - TIME DEPOSIT (CD)

From: 06/01/2025 To: 06/30/2025

Reconciliation Record: 0000000213

Beginning GL Balance:	207,370.01
Ending GL Balance:	207,370.01
Ending Bank Balance:	207,370.01
Add: Deposits/Transactions In Transit	0.00
Total - 0 Outstanding Checks:	0.00
Adjusted Bank Balance	207,370.01
Unreconciled Difference	0.00

REVIEWED BY: _____ DATE: _____

BUDGET REPORT FOR CONWAY TOWNSHIP

Calculations As of 06/30/2025

GL Number	Description	24-25 Amended Budget	25-26 Original Budget	25-26 Amended Budget	25-26 Recommended	25-26 Approved	25-26 Activity
Fund: 101 GENERAL							
Account Category: Estimated Revenues							
101-000-402.000	CURRENT PROPERTY TAXES	125,000.00	134,000.00	134,000.00	134,000.00	0.00	0.00
101-000-447.000	PROPERTY TAX ADMIN FEE	26,000.00	50,000.00	50,000.00	50,000.00	0.00	0.00
101-000-491.000	DOG LICENSES	380.00	0.00	0.00	0.00	0.00	16.50
101-000-492.000	FEES, LICENSES, AND PERMITS	5,000.00	11,000.00	11,000.00	11,000.00	0.00	9,079.00
101-000-569.100	STATE GRANT-METRO ACT	0.00	5,000.00	5,000.00	5,000.00	0.00	0.00
101-000-573.000	LCSA PPT REIMBURSEMENT	600.00	0.00	0.00	0.00	0.00	11,724.93
101-000-574.000	STATE GRANT-STATE REVENUE SHA	340,000.00	385,000.00	385,000.00	385,000.00	0.00	64,060.00
101-000-665.000	INTEREST AND DIVIDENDS	14,000.00	22,000.00	22,000.00	22,000.00	0.00	3,756.40
101-000-667.000	RENT	2,000.00	1,100.00	1,100.00	1,100.00	0.00	375.00
101-000-675.000	MISCELLANEOUS REVENUES	100.00	1,500.00	1,500.00	1,500.00	0.00	0.00
101-000-676.000	GENERAL REIMBURSEMENTS	0.00	0.00	0.00	0.00	0.00	9,905.14
101-000-676.200	ELECTION REIMBURSEMENT	3,000.00	0.00	0.00	0.00	0.00	0.00
Estimated Revenues		516,080.00	609,600.00	609,600.00	609,600.00	0.00	98,916.97
Account Category: Appropriations							
101-101-702.000	SALARIES AND WAGES	9,000.00	8,500.00	8,500.00	8,500.00	0.00	1,779.66
101-101-706.000	FOIA COORDINATOR WAGES	1,200.00	1,200.00	1,200.00	1,200.00	0.00	0.00
101-101-969.000	SEMINARS AND WORKSHOPS	0.00	0.00	0.00	0.00	0.00	250.00
101-171-702.000	SALARIES AND WAGES	26,753.00	24,321.00	24,321.00	24,321.00	0.00	6,080.49
101-171-969.000	SEMINARS AND WORKSHOPS	3,000.00	2,400.00	2,400.00	2,400.00	0.00	860.52
101-215-702.000	SALARIES AND WAGES	31,037.00	27,712.00	27,712.00	27,712.00	0.00	6,928.08
101-215-703.000	SALARIES AND WAGES-DEPUTY	18,000.00	13,728.00	13,728.00	13,728.00	0.00	3,505.07
101-215-969.000	SEMINARS AND WORKSHOPS	6,000.00	4,800.00	4,800.00	4,800.00	0.00	1,135.52
101-247-702.000	SALARIES AND WAGES	2,700.00	1,350.00	1,350.00	1,350.00	0.00	900.00
101-253-702.000	SALARIES AND WAGES	28,170.00	26,075.00	26,075.00	26,075.00	0.00	6,368.73
101-253-703.000	SALARIES AND WAGES-DEPUTY	17,000.00	13,728.00	13,728.00	13,728.00	0.00	4,124.33
101-253-960.000	CHARGEBACKS	50.00	300.00	300.00	300.00	0.00	0.00
101-253-961.000	BANK SERVICE CHARGES	50.00	150.00	150.00	150.00	0.00	0.00
101-253-969.000	SEMINARS AND WORKSHOPS	5,000.00	4,800.00	4,800.00	4,800.00	0.00	2,906.76
101-257-702.000	SALARIES AND WAGES	43,000.00	43,000.00	43,000.00	43,000.00	0.00	10,750.26
101-257-969.000	SEMINARS AND WORKSHOPS	1,500.00	600.00	600.00	600.00	0.00	0.00
101-261-704.000	OFFICE ASSISTANT SALARY	9,600.00	13,728.00	13,728.00	13,728.00	0.00	2,915.00
101-261-710.000	PAYROLL TAXES	15,000.00	18,000.00	18,000.00	18,000.00	0.00	4,687.88
101-261-724.000	INSURANCE AND BONDS	14,000.00	14,000.00	14,000.00	14,000.00	0.00	387.00
101-261-725.000	WORKWEAR	750.00	800.00	800.00	800.00	0.00	0.00
101-261-727.000	SUPPLIES	2,500.00	2,500.00	2,500.00	2,500.00	0.00	0.00
101-261-808.000	PAYROLL BILLING	2,500.00	3,500.00	3,500.00	3,500.00	0.00	710.65
101-261-860.000	MILEAGE	4,500.00	3,500.00	3,500.00	3,500.00	0.00	1,434.86
101-261-900.000	PRINTING AND PUBLISHING	8,000.00	8,000.00	8,000.00	8,000.00	0.00	1,843.26
101-261-956.000	MEMBERSHIPS AND DUES, SOFTWARE	24,500.00	29,000.00	29,000.00	29,000.00	0.00	29,567.57
101-261-957.000	POSTAGE	5,000.00	4,000.00	4,000.00	4,000.00	0.00	1,211.22
101-261-959.200	APPROPRIATION SENIOR CENTER	2,500.00	3,000.00	3,000.00	3,000.00	0.00	0.00
101-262-702.000	SALARIES AND WAGES	18,000.00	14,000.00	14,000.00	14,000.00	0.00	1,068.00
101-262-727.000	SUPPLIES	500.00	650.00	650.00	650.00	0.00	0.00
101-262-727.100	ELECTION POSTAGE	600.00	1,200.00	1,200.00	1,200.00	0.00	0.00
101-262-900.000	PRINTING AND PUBLISHING	2,000.00	4,500.00	4,500.00	4,500.00	0.00	0.00
101-262-900.100	MISCELLANEOUS EXPENSES	2,200.00	800.00	800.00	800.00	0.00	0.00
101-262-931.000	EQUIPMENT MAINTENANCE	500.00	2,500.00	2,500.00	2,500.00	0.00	658.00
101-265-705.000	HALL MONITOR SALARY	1,000.00	750.00	750.00	750.00	0.00	0.00
101-265-802.000	LANDSCAPING	0.00	1,000.00	1,000.00	1,000.00	0.00	0.00

BUDGET REPORT FOR CONWAY TOWNSHIP

Calculations As of 06/30/2025

GL Number	Description	24-25 Amended Budget	25-26 Original Budget	25-26 Amended Budget	25-26 Recommended	25-26 Approved	25-26 Activity
Fund: 101 GENERAL							
Account Category: Appropriations							
101-265-803.000	SNOW REMOVAL	5,500.00	5,000.00	5,000.00	5,000.00	0.00	0.00
101-265-814.000	LAWN MOWING	2,000.00	4,000.00	4,000.00	4,000.00	0.00	308.57
101-265-859.000	INTERNET AND PHONES	9,000.00	11,000.00	11,000.00	11,000.00	0.00	2,108.99
101-265-920.000	UTILITIES	5,800.00	12,000.00	12,000.00	12,000.00	0.00	811.69
101-265-931.000	EQUIPMENT MAINTENANCE	2,500.00	2,500.00	2,500.00	2,500.00	0.00	52.97
101-265-935.000	BUILDING MAINTENANCE	21,700.00	25,000.00	25,000.00	25,000.00	0.00	1,894.91
101-265-972.000	CAPITAL IMPROVEMENTS	0.00	0.00	0.00	0.00	0.00	7,800.00
101-265-973.000	OFFICE EQUIPMENT	15,000.00	21,000.00	21,000.00	21,000.00	0.00	258.52
101-267-801.000	PROFESSIONAL AND CONTRACTUAL	0.00	0.00	0.00	0.00	0.00	128.00
101-267-804.000	ATTORNEY	66,000.00	70,000.00	70,000.00	70,000.00	0.00	4,988.90
101-267-805.000	PLANNING COMMISSION	3,000.00	45,000.00	45,000.00	45,000.00	0.00	7,055.00
101-267-806.000	AUDITOR	23,000.00	14,000.00	14,000.00	14,000.00	0.00	0.00
101-302-809.000	FIRE AUTHORITY REP	810.00	810.00	810.00	810.00	0.00	210.00
101-302-810.000	POLICE ORDINANCE ENFORCEMENT	500.00	500.00	500.00	500.00	0.00	0.00
101-302-959.100	CONTRIBUTION POLICE SALARIES	10,000.00	10,000.00	10,000.00	10,000.00	0.00	0.00
101-445-962.000	DRAINS AT LARGE	43,000.00	45,000.00	45,000.00	45,000.00	0.00	0.00
101-446-967.000	CONSTRUCTION AND EXCAVATING	87,188.00	0.00	0.00	0.00	0.00	0.00
101-526-968.000	SPRING CLEANUP	4,600.00	4,600.00	4,600.00	4,600.00	0.00	6,708.00
101-567-702.000	SALARIES AND WAGES	1,000.00	0.00	0.00	0.00	0.00	390.00
101-701-702.000	SALARIES AND WAGES	27,000.00	34,000.00	34,000.00	34,000.00	0.00	8,498.00
101-701-969.000	SEMINARS AND WORKSHOPS	1,000.00	750.00	750.00	750.00	0.00	1,850.00
101-751-702.000	SALARIES AND WAGES	550.00	270.00	270.00	270.00	0.00	0.00
101-751-959.000	PARKS AND REC CONTRIBUTIONS	52,000.00	30,000.00	30,000.00	30,000.00	0.00	0.00
101-900-975.000	CAPITAL OUTLAY - BUILDINGS	125,000.00	0.00	0.00	0.00	0.00	0.00
101-965-995.811	TRANSFER OUT - SPECIAL ASSESS	162,812.00	0.00	0.00	0.00	0.00	0.00
Appropriations		975,070.00	633,522.00	633,522.00	633,522.00	0.00	133,136.41
Fund 101 - GENERAL:							
TOTAL ESTIMATED REVENUES		516,080.00	609,600.00	609,600.00	609,600.00	0.00	98,916.97
TOTAL APPROPRIATIONS		975,070.00	633,522.00	633,522.00	633,522.00	0.00	133,136.41
NET OF REVENUES & APPROPRIATIONS:		(458,990.00)	(23,922.00)	(23,922.00)	(23,922.00)	0.00	(34,219.44)

BUDGET REPORT FOR CONWAY TOWNSHIP

Calculations As of 06/30/2025

GL Number	Description	24-25 Amended Budget	25-26 Original Budget	25-26 Amended Budget	25-26 Recommended	25-26 Approved	25-26 Activity
Fund: 204 MUNICIPAL STREET							
Account Category: Estimated Revenues							
204-000-402.000	CURRENT PROPERTY TAXES	320,000.00	320,000.00	320,000.00	320,000.00	0.00	16,029.06
204-000-665.000	INTEREST AND DIVIDENDS	0.00	3,000.00	3,000.00	3,000.00	0.00	1,867.22
204-000-699.282	TRANSFER IN - ARPA FUND	0.00	0.00	0.00	0.00	0.00	293,070.27
Estimated Revenues		320,000.00	323,000.00	323,000.00	323,000.00	0.00	310,966.55
Account Category: Appropriations							
204-450-812.000	CHLORIDING	90,000.00	88,000.00	88,000.00	88,000.00	0.00	0.00
204-450-960.000	CHARGEBACKS	0.00	100.00	100.00	100.00	0.00	0.00
204-450-961.000	BANK SERVICE CHARGES	0.00	50.00	50.00	50.00	0.00	0.00
204-450-967.100	CONSTRUCTION	125,000.00	125,000.00	125,000.00	125,000.00	0.00	0.00
Appropriations		215,000.00	213,150.00	213,150.00	213,150.00	0.00	0.00
Fund 204 - MUNICIPAL STREET:							
TOTAL ESTIMATED REVENUES		320,000.00	323,000.00	323,000.00	323,000.00	0.00	310,966.55
TOTAL APPROPRIATIONS		215,000.00	213,150.00	213,150.00	213,150.00	0.00	0.00
NET OF REVENUES & APPROPRIATIONS:		105,000.00	109,850.00	109,850.00	109,850.00	0.00	310,966.55

BUDGET REPORT FOR CONWAY TOWNSHIP

Calculations As Of 06/30/2025

GL Number	Description	24-25 Amended Budget	25-26 Original Budget	25-26 Amended Budget	25-26 Recommended	25-26 Approved	25-26 Activity
Fund: 209 CEMETERY							
Account Category: Estimated Revenues							
209-000-607.100	BURIAL FEES	1,000.00	700.00	700.00	700.00	0.00	550.00
209-000-642.000	LOT SALES	1,600.00	700.00	700.00	700.00	0.00	0.00
209-000-642.100	FOUNDATIONS	1,500.00	1,300.00	1,300.00	1,300.00	0.00	0.00
209-000-665.000	INTEREST AND DIVIDENDS	0.00	335.00	335.00	335.00	0.00	87.73
209-000-675.000	MISCELLANEOUS REVENUES	450.00	0.00	0.00	0.00	0.00	0.00
	Estimated Revenues	4,550.00	3,035.00	3,035.00	3,035.00	0.00	637.73
Account Category: Appropriations							
209-567-702.000	SALARIES AND WAGES	2,200.00	3,780.00	3,780.00	3,780.00	0.00	0.00
209-567-814.000	LAWN MOWING	13,000.00	11,000.00	11,000.00	11,000.00	0.00	1,774.29
209-567-930.000	REPAIR AND MAINTENANCE	25,000.00	9,000.00	9,000.00	9,000.00	0.00	0.00
209-567-956.000	MEMBERSHIPS AND DUES, SOFTWARE	1,300.00	0.00	0.00	0.00	0.00	0.00
209-567-963.000	PROPERTY TAXES	200.00	0.00	0.00	0.00	0.00	0.00
	Appropriations	41,700.00	23,780.00	23,780.00	23,780.00	0.00	1,774.29
Fund 209 - CEMETERY:							
	TOTAL ESTIMATED REVENUES	4,550.00	3,035.00	3,035.00	3,035.00	0.00	637.73
	TOTAL APPROPRIATIONS	41,700.00	23,780.00	23,780.00	23,780.00	0.00	1,774.29
	NET OF REVENUES & APPROPRIATIONS:	(37,150.00)	(20,745.00)	(20,745.00)	(20,745.00)	0.00	(1,136.56)

BUDGET REPORT FOR CONWAY TOWNSHIP

Calculations As of 06/30/2025

GL Number	Description	24-25 Amended Budget	25-26 Original Budget	25-26 Amended Budget	25-26 Recommended	25-26 Approved	25-26 Activity
Fund: 282 ARPA							
Account Category: Appropriations							
282-965-995.204	TRANSFER OUT - ROAD FUND	0.00	0.00	0.00	0.00	0.00	293,070.27
	Appropriations	0.00	0.00	0.00	0.00	0.00	293,070.27
Fund 282 - ARPA:							
TOTAL ESTIMATED REVENUES		0.00	0.00	0.00	0.00	0.00	0.00
TOTAL APPROPRIATIONS		0.00	0.00	0.00	0.00	0.00	293,070.27
NET OF REVENUES & APPROPRIATIONS:		0.00	0.00	0.00	0.00	0.00	(293,070.27)

BUDGET REPORT FOR CONWAY TOWNSHIP

Calculations As of 06/30/2025

GL Number	Description	24-25 Amended Budget	25-26 Original Budget	25-26 Amended Budget	25-26 Recommended	25-26 Approved	25-26 Activity
Fund: 701 TRUST & AGENCY							
Account Category: Estimated Revenues							
701-000-451.000	SAD PRINCIPAL-EVA LANE	4,500.00	2,200.00	2,200.00	2,200.00	0.00	0.00
701-000-451.100	SAD INTEREST-EVA LANE	1,100.00	2,200.00	2,200.00	2,200.00	0.00	0.00
701-000-451.200	SAD PRINCIPLE SECLUDED ACRES	30,000.00	18,000.00	18,000.00	18,000.00	0.00	0.00
701-000-451.300	SAD INTEREST SECLUDED ACRES	680.00	0.00	0.00	0.00	0.00	0.00
701-000-665.000	INTEREST AND DIVIDENDS	0.00	0.00	0.00	0.00	0.00	30.91
Estimated Revenues		36,280.00	22,400.00	22,400.00	22,400.00	0.00	30.91
Fund 701 - TRUST & AGENCY:							
TOTAL ESTIMATED REVENUES		36,280.00	22,400.00	22,400.00	22,400.00	0.00	30.91
TOTAL APPROPRIATIONS							
NET OF REVENUES & APPROPRIATIONS:		36,280.00	22,400.00	22,400.00	22,400.00	0.00	30.91

BUDGET REPORT FOR CONWAY TOWNSHIP

Calculations As of 06/30/2025

GL Number	Description	24-25 Amended Budget	25-26 Original Budget	25-26 Amended Budget	25-26 Recommended	25-26 Approved	25-26 Activity
Fund: 703 CURRENT TAX COLLECTION							
Account Category: Estimated Revenues							
703-000-665.000	INTEREST AND DIVIDENDS	0.00	25,000.00	25,000.00	25,000.00	0.00	24.89
	Estimated Revenues	0.00	25,000.00	25,000.00	25,000.00	0.00	24.89
Fund 703 - CURRENT TAX COLLECTION:							
	TOTAL ESTIMATED REVENUES	0.00	25,000.00	25,000.00	25,000.00	0.00	24.89
	TOTAL APPROPRIATIONS	0.00	0.00	0.00	0.00	0.00	0.00
	NET OF REVENUES & APPROPRIATIONS:	0.00	25,000.00	25,000.00	25,000.00	0.00	24.89
Report Totals:							
	TOTAL ESTIMATED REVENUES - ALL FUNDS	876,910.00	983,035.00	983,035.00	983,035.00	0.00	410,577.05
	TOTAL APPROPRIATIONS - ALL FUNDS	1,231,770.00	870,452.00	870,452.00	870,452.00	0.00	427,980.97
	NET OF REVENUES & APPROPRIATIONS:	(354,860.00)	112,583.00	112,583.00	112,583.00	0.00	(17,403.92)

FINANCIAL INSTITUTION	ACCOUNT TITLE	SIGNERS
Bank of Ann Arbor	General Fund	Debra Grubb Treasurer, Tara Foote, Clerk, Susan Egbert, Deputy Treasurer, Leah Blevins, Deputy Clerk
Bank of Ann Arbor	Cemetery	Debra Grubb Treasurer, Tara Foote, Clerk, Susan Egbert, Deputy Treasurer, Leah Blevins, Deputy Clerk
Bank of Ann Arbor	Road Fund	Debra Grubb Treasurer, Tara Foote, Clerk, Susan Egbert, Deputy Treasurer, Leah Blevins, Deputy Clerk
Bank of Ann Arbor	Road Fund SAVINGS	Debra Grubb Treasurer, Tara Foote, Clerk, Susan Egbert, Deputy Treasurer, Leah Blevins, Deputy Clerk
Bank of Ann Arbor	Tax Fund	Debra Grubb Treasurer, Tara Foote, Clerk, Susan Egbert, Deputy Treasurer, Leah Blevins, Deputy Clerk
Bank of Ann Arbor	Dog License	Debra Grubb Treasurer, Tara Foote, Clerk, Susan Egbert, Deputy Treasurer, Leah Blevins, Deputy Clerk
Bank of Ann Arbor	Trust and Agency	Debra Grubb Treasurer, Tara Foote, Clerk, Susan Egbert, Deputy Treasurer, Leah Blevins, Deputy Clerk
Chase	Building Fund	Debra Grubb Treasurer, Tara Foote, Clerk, Susan Egbert, Deputy Treasurer, Leah Blevins, Deputy Clerk
Flagstar	Time Deposit (CD)	Debra Grubb Treasurer, Tara Foote, Clerk, Susan Egbert, Deputy Treasurer, Leah Blevins, Deputy Clerk
Huntington	Money Market	Debra Grubb Treasurer, Tara Foote, Clerk, Susan Egbert, Deputy Treasurer, Leah Blevins, Deputy Clerk
MSU	Time Deposit (CD)	Debra Grubb Treasurer, Tara Foote, Clerk, Susan Egbert, Deputy Treasurer, Leah Blevins, Deputy Clerk
MSU	Contingent Saver	Debra Grubb Treasurer, Tara Foote, Clerk, Susan Egbert, Deputy Treasurer, Leah Blevins, Deputy Clerk

Current Ordinance Violations

Trevor & Ronda Monroe, 9148 Eva Lane.

Building a Deck and Pool without permits.

Section 3.03 Land Use Permits A. Permit Required.

The following actions shall not commence until a land use permit has been issued by the Township Zoning Administrator; a. The excavation, alteration or filling of land, except for the conduct of agricultural activity.

They were notified to move the illegal deck and pool.

Section 6.04 Supplemental Regulations Pertaining to All Buildings

D. Unlawful Building. If any building or part thereof is used, erected, altered, abandoned or occupied contrary to law or the provisions of this ordinance, such building shall be declared a nuisance and may be required to be vacated or removed.

They Built the deck and pool on common open space of the community

Section 6.07 Supplemental Regulations Pertaining to Yards

c. Swimming pools, spas, hot tubs, similar facilities and surrounding decks, walks or similar accessories with an elevation measured from the mean grade at any point adjacent to such facility of two (2) feet or less shall be at least ten (10) feet from any lot line. Where the elevation is greater than two (2) feet above grade at any point, the setback shall be at least fifteen (15) feet from any public street right-of-way or lot line. d. Swimming pools, spas, hot tubs and similar devices shall not be located in any front yard or in any easement.

See Attached Documents

Application

Drawings & Aerial views

Violation Letters

Email Correspondence

Tickets issued

Returned Mailings

Statement from previous Zoning Administrator

Letters from concerned Eva Lane Homeowners

Application

Conway Township

8015 N. Fowlerville Road

PO Box 1157

Fowlerville MI 48836

Phone 517-223-0358

Fax 517-223-0533

zoningadmin@ConwayMI.gov



*Pool/deck
built
outside
bldg envelope*

Denied
*Work done
w/out permit*

Land Use Permit

Permit No _____ Date _____
Owner Trevor & Rhonda Monroe Phone 517 449 6198
Site Address 9148 Eva Lane City Fowlerville Zip 48836
Contractor N/A Phone _____
Address _____ City _____ Zip _____
On the _____ side of _____ between _____ and _____ roads.
Subdivision Eva Lane Lot No _____
Size of Lot: Front 291.98 Rear 291.88 Side 112 Side 112 Acreage .77
Zoning District Classification AR Tax code 4701-21-201-009
Application is made to
☐ Dwelling ☒ Deck ☐ Sign ☐ Addition ☐ Garage ☒ Swimming Pool
☐ Accessory Building ☐ Commercial ☐ Industrial
Type of construction: ☐ Brick ☐ Stone ☒ Frame ☐ Cinder ☐ Steel Manufactured
Home ☐ Other _____

☐ Commercial Manufactured home meets Michigan Uniform Building Code and Conway Township Ordinance, including, but not limited to a 4/12 roof pitch

Size of building: Front _____ Rear _____ Depth _____ Height _____
Estimated Value \$ _____ Total Square Feet _____
Building Setback _____ feet from front property line _____ feet from Rear line _____ waterfront
_____ feet front nearest sideline _____ feet from farthest sideline

*Size of
Pool
30'
Round
50"
deep*

- o Attached scare drawing (scale not smaller than 1" to 100") showing the following: Dimensions of property, all road adjacent to property (indicate private or county); easements; lakes and streams; all structures, existing or proposed septic tank and field, existing or proposed well; dimensions from buildings to property line; dimensions of proposed building.
- o Include 3 sets of blueprints. One copy for Township and two for the Building Department. Blueprint must be stamped by the Township prior to submitting to the County Building Department. This stamp is to state the Township has received a copy of the blueprint, not an approval.
- o For sign, attach drawing showing the dimensions of sign, and for a wall sign, the façade to which it will be attached.
- o Attach proof of ownership to property of property. (Tax bill, Warranty Deed or Land Contract)

Notice:

Applicant may be required to get a building permit from the Livingston County Building Department, a permit from the Livingston County Department of Public Health, a driveway permit from the Livingston County Road Commission, and other applicable permits.

Any land use permit granted shall be null and void unless the development proposed is

completed in one year from the date of granting said permit.

The Zoning Administrator may suspend or revoke a permit issued in error or on a basis of incorrect information supplied by the applicant or his/her agent or in the event of violation of any of the ordinances or regulations of the township.

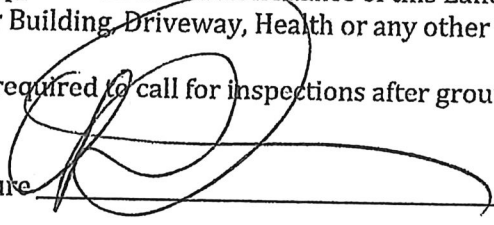
Applicant shall notify the Zoning Administrator when construction is ready for inspection pursuant to section 18.2CI,2, & # and request a certificate of compliance be issued.

I hereby agree that the use of the premises and the construction of any improvements or structures will be accomplished in strict compliance with this application and the Conway Township Zoning Ordinance, the Livingston County Building Codes, the Livingston County Department of Public Health rules and regulations, and all other laws and regulations that may be applicable.

I hereby declare that all the above statements and information contained in this application and any attachments submitted herewith are true and accurate.

I understand that there may be deed restrictions that may apply to this project. A Land Use Permit is valid for a period of 6 months from the date of issue, with a possible 6 month extension if construction was started. Any modification to location, size, or dimensions must be approved by Conway Township. I understand that issuance of this Land Use Permit does not waive the requirements for Building, Driveway, Health or any other permits required by law.

The applicant is required to call for inspections after ground has been broke for the applied land use.

Applicant Signature  Date _____

☐ Approved

☐ Disapproved

Date _____

Conditional _____

Zoning Administrator _____

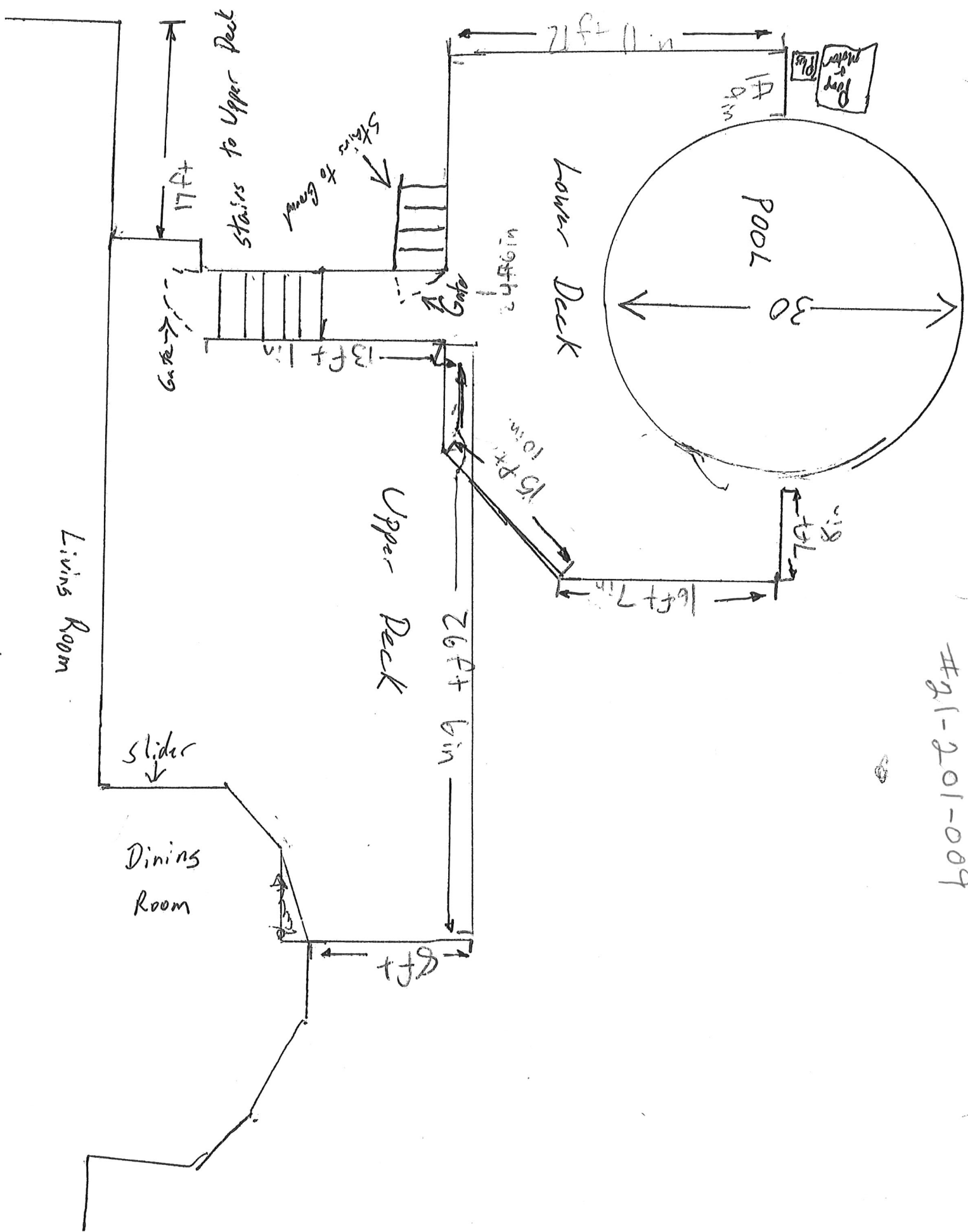
Land Use Fees

Residential \$100

Commercial \$150

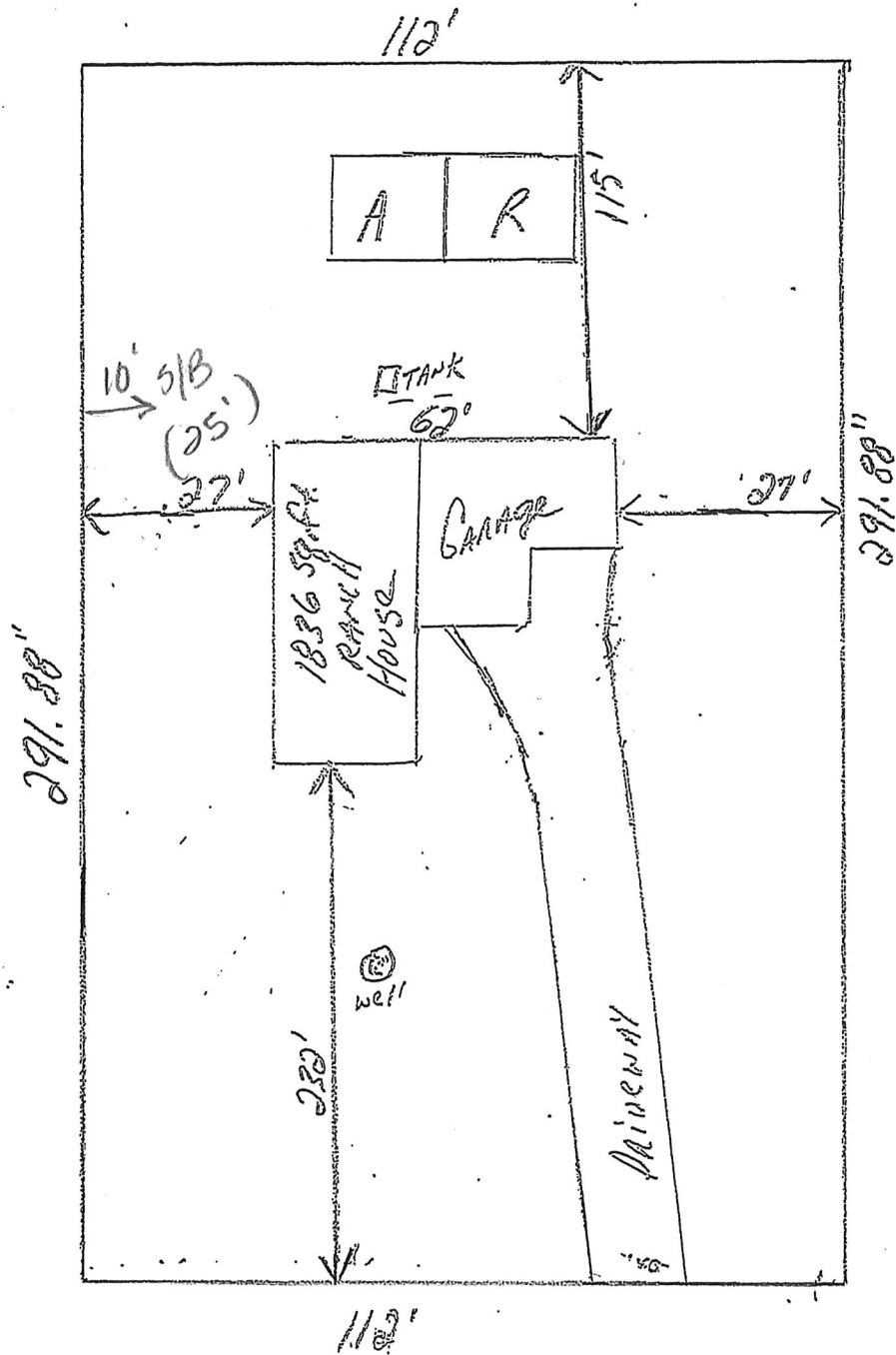
Drawings & Arial views

#21-201-009



#4701-21-201-009

NORTH



Lot # 9 EVALANE
Cedar Brooke Homes Inc.
517-294-3822

Violation Letters

Conway Township

8015 N. Fowlerville Road

PO Box 1157

Fowlerville MI 48836

Phone 517-223-0358

Fax 517-223-0533



SECOND NOTICE

NOTICE OF ZONING ORDINANCE VIOLATION

Trevor & Ronda Monroe
9148 Eva Ln.
Fowlerville, MI 48836

August 20, 2024

Mr. Monroe

Per our conversation in May you said you would have the issue of the pool and deck resolved.

As of August the issue has not been resolved nor has any progress been made to resolve this issue.

Sincerely,

Russ Cesarz

Russ Cesarz

Zoning Administrator

Conway Township, Michigan

(517) 223-0358 phone

(517) 223-0533 fax

zoningadmin@conwayMI.gov

Conway Township

8015 N. Fowlerville Road

PO Box 1157

Fowlerville MI 48836

Phone 517-223-0358

Fax 517-223-0533



THIRD AND FINAL NOTICE

NOTICE OF ZONING ORDINANCE VIOLATION

Trevor & Ronda Monroe
9148 Eva Ln.
Fowlerville, MI 48836

May 13, 2025

Mr. Monroe

I sent to you a second notice on 8/20/2024 in regards to the pool and deck constructed without permits on the common open space in the community you live in. I have tried to work with you to resolve this issue, and it appears you are not complying with the ordinances or the common sense solution of the problem you created. Had you applied for permits in the first place I would have informed you that you were building beyond your property boundary line. Our policy states that you are to be informed in writing with first and second notice. On the third notice of violation, you are required to show cause at a Conway township board meeting and a ticket will be issued to you for the violation. The county building dept has issued you three red tag tickets that you have not paid for as of this date as you have not complied with the ordinance nor corrected the situation. This shows contempt for our community rules and the fact that you, your attorney and the township attorney had a meeting to resolve this issue at which time you agreed to remove the pool and deck shows that you know exactly what the common sense solution to the problem is, and that you understand the consequences of your actions.

Currently, You have until May 31, 2025 to remove your pool and deck from the common open space of the community. This is your Third and final notice. On June 1st if you have not removed the pool and deck a show cause hearing will be scheduled at the Conway Township Hall and I will be issuing a civil infraction.

Sincerely,

Russ Cesarz

Russ Cesarz

Zoning Administrator

Conway Township, Michigan

(517) 223-0358 phone

(517) 223-0533 fax

zoningadmin@conwayMI.gov

Conway Township

8015 N. Fowlerville Road
PO Box 1157
Fowlerville MI 48836

Phone 517-223-0358

Fax 517-223-0533



June 11, 2025

To: Trevor and Ronda Monroe
9148 Eva Ln.
Fowlerville, MI 48836

RE: NOTICE OF SHOWCAUSE HEARING

Dear Mr. and Mrs. Monroe:

Please be advised that on July 15th 2025, the Conway Township Board of Trustees will convene a show cause hearing at the Conway Township Hall located at 8015 N. Fowlerville Road, Fowlerville, MI 48836, at its regular meeting commencing at 7:00 pm to provide you the opportunity to show cause why the Board should not initiate legal action against you for maintaining violation(s) of Section(s) 6.04 Unlawful Building 6.07-6c 6.07-6d of the Conway Township Zoning Ordinance ("Violation"). As stated in the First Notice and Second Notice of Violation previously sent to you, you are in violation for Building a Deck and Installing a Pool on Community Open Space and Without Permits.

At the Show Cause Hearing, the Board will hear any reasons why further action should not be taken against you in the form of testimony from you, testimony from any interested parties, and/or documentary evidence. Any documents you wish to present to the Board ahead of the hearing may be provided in advance. If you fail to attend the Show Cause Hearing, the Board will consider any evidence presented and will make a decision.

Correction of the Violation could eliminate the need for the Show Cause Hearing provided sufficient notice is given to the Township to allow for physical inspection and confirmation of the correction prior to the Show Cause Hearing.

Sincerely,

Russ Cesarz

Russ Cesarz
Zoning Administrator
Conway Township, Michigan
(517) 223-0358 phone
(517) 223-0533 fax
(517) 234-8808 cell phone
zoningadmin@conwayMI.gov

Email Correspondence



Code Enforcement from The Livingston County Building Department

From Jim Rowell <JRowell@livgov.com>

Date Wed 8/24/2022 9:46 AM

To Gary Klein <zoningadmin@conwaymi.gov>

Good Morning,

My name is Jim Rowell. I am the Building Official and Director of the County Building Department. I spoke with Brandy from the Conway assessing office yesterday and wanted to let you know we are tagging the pools today at 9148 Eva Ln and 7210 Gregory. I also wanted to invite you over to meet our code enforcement lady, Carrie Aulette. She is the one that you will most likely be dealing with for these types of issues. But anyway, give me a call at your convenience.

Jim Rowell
Livingston County Building Official
Building Department Director
517-552-6724
517-861-6372 Mobile

Outlook

9148 Eva Lane

From rhonda@phsmichigan.com <rhonda@phsmichigan.com>

Date Wed 10/12/2022 1:33 PM

To Gary Klein <zoningadmin@conwaymi.gov>

1 attachment (135 KB)

Print Tax Bill _ Conway Township _ BS&A Online.pdf;

Hi Gary,

You met with my husband last night to discuss the land use permit for our swimming pool and deck. Trevor asked me to send you the summer tax information from the property, but I'm not entirely clear what it is you're looking for. I'm logged into BS&A, and for some reason, the drawings and sketch of our property are not available to me. I want to help move this forward in any way I can, so please let me know what I can provide to you to assist. I've copied some screenshots below. I also attached the summer tax bill details to this email. Is any of this information helpful to you? Thank you.

Bank transactions

Ally Lending | Transactions

MSU Federal Credit Union

Parcel Number - 4701-21-201-00

bsaonline.com/SiteSearch/SiteSearchDetails?SearchFocus=All+Records&SearchCategory=Address&SearchText=9148+Eva+Lane&uid=545...

Driving Directions

Install Calendar

QB Login

Lead Perfection

Ally

Small Biz Acctg

Wells Fargo

WMU

MiWAM

CASA Training

Wir

Search: All Records

By: Address

Enter an address or address range such as 100-200 Main St

Use Advanced Address Search

SERVICES

Public Records Search

All Record Search

Assessing Search

Current Tax Search

Property Sale Search

PERFORMANCE DATA

MI Community Financial Dashboard

Performance Dashboard

MUNICIPALITIES

Select a Municipality

Recent

ACCOUNT

Rhonda Monroe

rhonda@infinityinsulation.c...

Account Settings

Remote Assistance

Sign Off

Home > Search Results > Record Details

9148 EVA LANE FOWLERVILLE, MI 48836 (Property Address)

Parcel Number: 4701-21-201-009

Property Owner: MONROE, TREVOR & RHONDA

Summary Information

> Residential Building Summary

- Year Built: 2021

- Full Baths: 2

- Sq. Feet: 1,687

- Bedrooms: 0

- Half Baths: 1

- Acres: 0.751

> Assessed Value: \$10,600 | Taxable Val

> Property Tax information found

Item 1 of 3

2 Images / 1 Sketch

Property Information

Current As Of 10/11/2022

Tax Information

Jump To:

Owner and Taxpayer Information

General Information for Tax Year 2021

Land Information

Legal Description

Land Division Act Information

Building Information - 1687 sq ft RANCH (Residential)

Click here to add this parcel to your favorite records for easy access on your next visit...

Owner and Taxpayer Information

Owner

MONROE TREVOR & RHONDA

Taxpayer

SFF OWNER INFORMATION

Rhonda

From: Carrie Aulette <CAulette@livgov.com>
Sent: Monday, April 22, 2024 10:28:12 AM
To: Rhonda Monroe <rhonda@phsmichigan.com>
Subject: RE: Civil Infraction for Pool/Deck - 9148 Eva Ln, Fowlerville, MI

Hello,

I am in today until 5. Have you reached out to the Township at all?

From: Rhonda Monroe <rhonda@phsmichigan.com>
Sent: Monday, April 22, 2024 10:19 AM
To: Carrie Aulette <CAulette@livgov.com>
Subject: [EXT] Civil Infraction for Pool/Deck - 9148 Eva Ln, Fowlerville, MI

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

Hi Carrie,

Long time no chat. I did receive the civil infraction that has been issued for our pool/deck. I was hoping I could chat with you briefly about it. I completely understand that you are just doing your job - so I'm not going to "come at you". 😊

Are you in the office today? If so, do you have 5 minutes available when we could chat?

Thank you!
Rhonda

I've copied the only email address I have for the Zoning department at Conway Township on this email, but I believe this will go to Russ, so he can confirm everything I've shared and I'm sure he will be able to answer any questions for you that I am unable to answer.

Thank you,
Rhonda

From: Rhonda Monroe <rhonda@phsmichigan.com>
Sent: Wednesday, May 8, 2024 2:52 PM
To: Carrie Aulette <CAulette@livgov.com>
Subject: Re: Civil Infraction for Pool/Deck - 9148 Eva Ln, Fowlerville, MI

Hi Carrie!

Just wanted to follow-up to keep you current. I was never able to speak with Becky at the township. I did finally reach someone at the township office today and was informed that Becky is no longer working there and now Zoning is under the care of a gentleman named Russell. I spoke with Russell at length to explain the entire history of the swimming pool/deck/drainfield issue. He was very pleasant and really gave me the impression that he wants to help. He did say he was leaving for the day at 3 pm and won't return to the office until next Tuesday, but he has made a note and plans to research this for me next week.

I also shared with Russell that a ticket was issued by the county but it is "on hold" pending some legwork by me. He was good with that and indicated that he himself would not issue a ticket (from the township). All in all, he seems very reasonable and I'm hopeful that 2024 will be the end of this cluster*****!

Thank you again so much for working with us on this. Fingers crossed that Russell calls me back with a workable solution soon!

Rhonda

From: Carrie Aulette <CAulette@livgov.com>
Sent: Monday, April 22, 2024 12:56:40 PM
To: Rhonda Monroe <rhonda@phsmichigan.com>
Subject: RE: Civil Infraction for Pool/Deck - 9148 Eva Ln, Fowlerville, MI

No problem, thanks Rhonda!

From: Rhonda Monroe <rhonda@phsmichigan.com>
Sent: Monday, April 22, 2024 12:56 PM
To: Carrie Aulette <CAulette@livgov.com>
Subject: [EXT] Re: Civil Infraction for Pool/Deck - 9148 Eva Ln, Fowlerville, MI

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

Thanks for chatting with me today. As discussed, I will reach out to the new Conway Township Zoning Administrator, Becky, tomorrow to attempt to resolve the land ownership/land use permit issue, so that we can then obtain the requisite building permit from Livingston County.

I will circle back to you after I have spoken with Becky to give you a status/update. Thank you again for working with me on this.



Outlook

Re: Civil Infraction for Pool/Deck - 9148 Eva Ln, Fowlerville, MI

From Rhonda Monroe <rhonda@phsmichigan.com>

Date Fri 7/12/2024 2:40 PM

To Zoning Admin <zoningadmin@conwaymi.gov>; 'Carrie Aulette' <CAulette@livgov.com>; Bill Grubb <supervisor@conwaymi.gov>

Cc Trustee 1 - Conway Township <trustee1@conwaymi.gov>

Hi Russell,

Thank you for clarifying in this email and further clarifying next steps for us during your call with Trevor yesterday. I did attempt to locate the lot line adjustment forms on the Conway Township website, but I was unsuccessful. Would it be possible for me to meet you in the Township office on Monday, at your convenience, to get two copies of those forms so we can work on getting this resolved with Mr. Culver promptly?

Again, we appreciate all of the help and guidance you have provided over the last 2-3 months. Please let me know if a meet up on Monday will be possible and what time works best for you. Thank you!

Rhonda

From: Zoning Admin <zoningadmin@conwaymi.gov>

Sent: Thursday, July 11, 2024 9:19:52 AM

To: rhonda@phsmichigan.com <rhonda@phsmichigan.com>; 'Carrie Aulette' <CAulette@livgov.com>; Bill Grubb <supervisor@conwaymi.gov>

Cc: Trustee 1 - Conway Township <trustee1@conwaymi.gov>

Subject: Re: Civil Infraction for Pool/Deck - 9148 Eva Ln, Fowlerville, MI

To all Concerned,

For the record Mr. Culver cannot sell the land to Mr. Monroe nor can Mr. Monroe buy the open space of the development. The solution is for the township to adjust the property boundaries.

To do this Mr. Culver would need to agree to fill out the necessary paperwork and Mr. Monroe would need to pay a licensed survey company to write new legal descriptions for both properties. This cannot be more than one acre to maintain the ratio used to establish the development's open space requirements. Luckily for Mr. Monroe this open space has not yet been properly turned over to a homeowner association.

If it had been, Mr. Monroe would need permission from all the people who have rights to the open space.

A homeowner association will need to be formally established to transfer the open space to the rightful owners.

Maybe Mr. Monroe could take on the task of forming the association for the residents of the sub. This is a gift from the township to fix a problem Mr. Monroe and his builder created. If this is not resolved by August 1, the township will issue a ticket every 30 days until the issue is resolved or a show cause hearing is scheduled.

Russ Cesarz
Conway Township
517-234-8808

Office hours 9-3 Mondays and Tuesday. Or by appointment.
Sent via the Samsung Galaxy A13 5G, an AT&T 5G smartphone
Get [Outlook for Android](#)

From: rhonda@phsmichigan.com <rhonda@phsmichigan.com>
Sent: Tuesday, July 9, 2024 4:59:14 PM
To: 'Carrie Aulette' <CAulette@livgov.com>
Cc: Zoning Admin <zoningadmin@conwaymi.gov>
Subject: RE: Civil Infraction for Pool/Deck - 9148 Eva Ln, Fowlerville, MI

Hi Carrie,

I just wanted to provide you with some updates on our pool/deck issue. We did receive another (second violation) notice in the mail last week. Over the last two months, my husband Trevor has been working with Russ at Conway township to determine an appropriate course of action. As a reminder, there was some uncertainty about who actually owned the land behind us – because our plan has been to purchase enough land from that landowner to adjust our own lot size to include the pool and deck so that Conway Township could issue the zoning permit and that Livingston County could then issue the building permits.

Identifying the true owner of that land took quite a bit of time and legwork (by Russ at Conway Township), We are so thankful that he was willing to assist us with this, and ultimately he determined who is the rightful landowner (including running it up the chain of command at the Township because the landowner was convinced he was no longer the landowner, but thanks to a failure on someone's part at the time the original sale transaction took place), the landownership has now legally reverted back to him – Mr. Don Culver.

From there, it was up to us to make contact with Mr. Culver again (because we also went this route last year when he insisted the land is no longer his). That took a few weeks because we only had his home address and no way to contact him by telephone. So we made a few drop-in visits to his home only to find that he was never there when we dropped in. Ultimately, we left a letter pinned to his door and he finally reached out to us (by surprise visit at our house) about two weeks ago. We explained to him all that has transpired and he wanted to take the information away and discuss with his attorney and his realtor. We were pleased to receive a follow-up visit from Mr. Culver on Sunday, July 7. He has spoken with his attorney and his realtor and he would like to sell Trevor and I the land that he has long been under the impression that he no longer even owned. He and Trevor briefly discussed a price for the sale/purchase on Sunday, and Mr. Culver agreed that he would be following up with his attorney and realtor to determine a final offering price and he would get back with us within a week or so. Mr. Culver also wants his attorney to have a conversation with Russ at the township so that he can hear firsthand all of the information that has been relayed to Trevor by the township.

So that's the latest update. Expect we will have another update within a week or two, but that will all depend on when Mr. Culver's attorney is able to talk with Russ (given Russ's very limited office hours).

Do you have any questions for me at this point that I can answer? I hope these details demonstrate that we are certainly not just ignoring this issue, despite how long it's been going on.

Tickets issued

☒ C.I. ☐ MIS. ☐ JUV. **State of Michigan**
Municipal Civil Infraction
Notice of Violation

Ticket No. **6027** Dept. No. _____
Complaint No. _____ Offense Code _____
Local Use/Arrest No. _____

The People of: ☐ the State of Michigan
☐ Township ☐ City ☐ Village ☒ County

OF: **LIVINGSTON**

THE UNDERSIGNED SAYS THAT ON: Month **4** Day **12** Year **24** At approximately ☐ A.M. ☐ P.M. Date of Birth Month _____ Day _____ Year _____
State ☐ Oper./Chauff. ☐ Driver License Number _____ SSN (last 4 digits) _____
☐ CDL

Race _____ Sex _____ Height _____ Weight _____ Hair _____ Eyes _____ Occupation/Employer _____
Name (First, Middle, Last) **Rhonda Monroe**
Street **9148 Eva Lane**
City **Fowlerville** State **MI** Zip Code **48836**
Vehicle Plate No. _____ Year _____ State _____ Vehicle Description (Year, Make, Color) _____ Veh. Type _____

THE PERSON NAMED ABOVE, in violation of \$ **MRCR105-1**
☐ Local Ordinance ☐ State Law ☐ Administrative Rule
UPON _____
AT OR NEAR **9148 Eva**
WITHIN ☐ CITY ☐ VILLAGE ☒ TOWNSHIP OF **Conway**
COUNTY OF **LIVINGSTON** DID THE FOLLOWING
☐ Nuisance Ordinance ☒ Building Code
☐ Licenses Ordinance ☐ Plumbing Code
☐ Zoning Ordinance ☐ Electrical Code
☐ Sign, Lighting & Display Ordinance ☐ Mechanical Code
☐ Animal & Fowl Ordinance ☐ Other _____
Describe: **deck and pool constructed without permits.**

Person in Active Military Service ☐ Yes ☐ No
THIS VIOLATION IS A CIVIL INFRACTION and is your **1st** violation.
The fine for this violation is \$ **50.00** and must be paid at the violations bureau by 5:00 p.m. on **4-22-24** unless you contact the violations bureau before this time.
SEE BELOW FOR AN EXPLANATION OF YOUR RIGHTS AND INSTRUCTIONS.

WARNING: If you fail to pay the fine specified above or fail to contact the violations bureau on the date and time specified above, a civil infraction citation will be issued. You are alleged to be responsible for a civil infraction. You must either: 1) admit responsibility; 2) admit responsibility with explanation; or 3) deny responsibility.

ADMIT RESPONSIBILITY: If you wish to admit responsibility and pay your fine, you may do so by appearing in person or by mailing your fine along with this notice to the violations bureau.
ADMIT RESPONSIBILITY WITH EXPLANATION OR DENY RESPONSIBILITY: If you wish to admit responsibility with explanation or deny responsibility and have a hearing, you must contact the violations bureau on or before the date specified above. A citation will be issued and filed with the court where you will have the right to an informal hearing before a magistrate or judge or to appear in court for a formal hearing before a judge.

Violations bureau address & phone number

LIVINGSTON COUNTY BUILDING DEPARTMENT
2300 E. GRAND RIVER, HOWELL, MI 48843
(517) 546-3240 EXT. **6734**

IMPORTANT: REMOVE TOP 2 COPIES BEFORE SIGNING NOTICE.

I personally served a copy of this notice upon the defendant.
I declare under the penalties of perjury that the statements above are true to the best of my information, knowledge, and belief.

Complainant's Signature and receipt if applicable: **Carrie Aulette** Month **4** Day **12** Year **24**
Officer's Name (printed): **Carrie Aulette** Officer's ID No. **60**
Agency ORI: **MI-** Agency Name: **LIVINGSTON CO. BUILDING DEPT.**

UC-02 (rev. 5/06)

VIOLATION BUREAU COPY

☒ C.I. ☐ MIS. ☐ JUV. **State of Michigan**
Municipal Civil Infraction
Notice of Violation

Ticket No. **6176** Dept. No. _____
Complaint No. _____ Offense Code _____
Local Use/Arrest No. _____

The People of: ☐ the State of Michigan
☐ Township ☐ City ☐ Village ☒ County

OF: **LIVINGSTON**

THE UNDERSIGNED SAYS THAT ON: Month **06** Day **20** Year **24** At approximately ☐ A.M. ☐ P.M. Date of Birth Month _____ Day _____ Year _____
State ☐ Oper./Chauff. ☐ Driver License Number _____ SSN (last 4 digits) _____
☐ CDL

Race _____ Sex _____ Height _____ Weight _____ Hair _____ Eyes _____ Occupation/Employer _____
Name (First, Middle, Last) **Rhonda Monroe**
Street **9148 Eva Lane**
City **Fowlerville** State **MI** Zip Code **48836**
Vehicle Plate No. _____ Year _____ State _____ Vehicle Description (Year, Make, Color) _____ Veh. Type _____

THE PERSON NAMED ABOVE, in violation of \$ **MRCR105-1**
☐ Local Ordinance ☐ State Law ☐ Administrative Rule
UPON _____
AT OR NEAR **9148 Eva**
WITHIN ☐ CITY ☐ VILLAGE ☒ TOWNSHIP OF **Conway**
COUNTY OF **LIVINGSTON** DID THE FOLLOWING
☐ Nuisance Ordinance ☒ Building Code
☐ Licenses Ordinance ☐ Plumbing Code
☐ Zoning Ordinance ☐ Electrical Code
☐ Sign, Lighting & Display Ordinance ☐ Mechanical Code
☐ Animal & Fowl Ordinance ☐ Other _____
Describe: **Deck and pool constructed without permits**

Person in Active Military Service ☐ Yes ☐ No
THIS VIOLATION IS A CIVIL INFRACTION and is your **2nd** violation.
The fine for this violation is \$ **50.00** and must be paid at the violations bureau by 5:00 p.m. on **6-30-24** unless you contact the violations bureau before this time.
SEE BELOW FOR AN EXPLANATION OF YOUR RIGHTS AND INSTRUCTIONS.

WARNING: If you fail to pay the fine specified above or fail to contact the violations bureau on the date and time specified above, a civil infraction citation will be issued. You are alleged to be responsible for a civil infraction. You must either: 1) admit responsibility; 2) admit responsibility with explanation; or 3) deny responsibility.

ADMIT RESPONSIBILITY: If you wish to admit responsibility and pay your fine, you may do so by appearing in person or by mailing your fine along with this notice to the violations bureau.
ADMIT RESPONSIBILITY WITH EXPLANATION OR DENY RESPONSIBILITY: If you wish to admit responsibility with explanation or deny responsibility and have a hearing, you must contact the violations bureau on or before the date specified above. A citation will be issued and filed with the court where you will have the right to an informal hearing before a magistrate or judge or to appear in court for a formal hearing before a judge.

Violations bureau address & phone number

LIVINGSTON COUNTY BUILDING DEPARTMENT
2300 E. GRAND RIVER, HOWELL, MI 48843
(517) 546-3240 EXT. **6744**

IMPORTANT: REMOVE TOP 2 COPIES BEFORE SIGNING NOTICE.

I personally served a copy of this notice upon the defendant.
I declare under the penalties of perjury that the statements above are true to the best of my information, knowledge, and belief.

Complainant's Signature and receipt if applicable: **Carrie Aulette** Month **06** Day **20** Year **24**
Officer's Name (printed): **Carrie Aulette** Officer's ID No. **60**
Agency ORI: **MI-** Agency Name: **LIVINGSTON CO. BUILDING DEPT.**

UC-02 (rev. 5/06)

VIOLATION BUREAU COPY

Livingston County

2300 E Grand River Ave

Howell, MI 48843

(517) 546-3240

(517) 546-7461

Invoice For Enforcement: EN22-0286

Print Date: 04/12/2024

MONROE, TREVOR

9148 EVA LANE

FOWLERVILLE MI 48836

Pay by Account In Full



Pay by Account In Full

\$ 50.00

		Invoice No	Invoice Date	CO Number	Address	Amount Due
		888932982	04/12/24	EN22-0286	9148 EVA LN	\$ 50.00
Fee Details:	Quantity	Description			Amount Cost	Balance
	1.000	BLD - 1st offense			\$50.00	\$ 50.00
Total Amount Due					\$ 50.00	

Livingston County

2300 E Grand River Ave

Howell, MI 48843

(517) 546-3240

(517) 546-7461

Invoice For Enforcement: EN22-0286

Print Date: 06/20/2024

MONROE, TREVOR & RHONDA

9148 EVA LANE



FOWLERVILLE MI 48836

Pay by Account In Full



Pay by Account In Full

\$ 75.00

	Invoice No	Invoice Date	CO Number	Address	Amount Due
	888935832	05/21/24	EN22-0286	9148 EVA LN	\$ 0.00
Fee Details:	Quantity	Description		Amount Cost	Balance
	1.000	BLD - 2nd offense		\$75.00	\$ 0.00
	888938166	06/20/24	EN22-0286	9148 EVA LN	\$ 75.00
Fee Details:	Quantity	Description		Amount Cost	Balance
	1.000	BLD - 2nd offense		\$75.00	\$ 75.00
Total Amount Due					\$ 75.00

Livingston County

2300 E Grand River Ave

Howell, MI 48843

(517) 546-3240

(517) 546-7461

Invoice For Enforcement: EN22-0286

Print Date: 06/20/2024

MONROE, TREVOR

9148 EVA LANE

FOWLERVILLE MI 48836

Pay by Account In Full



Pay by Account In Full

\$ 50.00

		Invoice No	Invoice Date	CO Number	Address	Amount Due
		888932982	04/12/24	EN22-0286	9148 EVA LN	\$ 50.00
Fee Details:	Quantity	Description			Amount Cost	Balance
	1.000	BLD - 1st offense			\$50.00	\$ 50.00
Total Amount Due						\$ 50.00



Livingston County

DEPARTMENT OF BUILDING & SAFETY ENGINEERING

2300 East Grand River Avenue, Suite 104, Howell, Michigan 48843-7580

517-546-3240

Fax 517-546-7461

2ND NOTICE

WARNING ORDINANCE VIOLATION

07/25/2023

Case Number: EN22-0286

MONROE, TREVOR
9148 EVA LANE
FOWLerville, MI 48836

Location of Violation: 9148 EVA LANE

Property ID: 01-21-201-009

According to our records:

POOL AND DECK

Michigan Residential Code Section R105.1 and the Michigan Building Codes Section 105.1, states that any owner or authorized agent who intends to construct, enlarge, alter, repair, move, demolish, or change the occupancy of a building or structure, or to erect, install, enlarge, alter, repair, remove, convert or replace any electrical, gas, mechanical or plumbing system, the installation of which is regulated by this code, or to cause such work to be done, shall first make an application to the building official and obtain the required permit.

You have ten (10) days from the date of this letter to comply with the ordinance.

Please call Carrie at 517-552-6734, if you have any questions.

THIS IS THE ONLY LETTER YOU WILL RECEIVE. YOUR NEXT COMMUNICATION FROM US WILL INVOLVE FORMAL ENFORCEMENT ACTION.

Sincerely,

Livingston County Building Department



Livingston County

DEPARTMENT OF BUILDING & SAFETY ENGINEERING

2300 East Grand River Avenue, Suite 104, Howell, Michigan 48843-7580

517-546-3240

Fax 517-546-7461

WARNING ORDINANCE VIOLATION

09/28/2022

Case Number: EN22-0286

MONROE, TREVOR
9148 EVA LANE
FOWLERVILLE, MI 48836

Location of Violation: 9148 EVA LANE

Property ID: 01-21-201-009

According to our records:

POOL AND DECK

Michigan Residential Code Section R105.1 and the Michigan Building Codes Section 105.1, states that any owner or authorized agent who intends to construct, enlarge, alter, repair, move, demolish, or change the occupancy of a building or structure, or to erect, install, enlarge, alter, repair, remove, convert or replace any electrical, gas, mechanical or plumbing system, the installation of which is regulated by this code, or to cause such work to be done, shall first make an application to the building official and obtain the required permit.

You have ten (10) days from the date of this letter to comply with the ordinance.

Please call Carrie at 517-552-6734, if you have any questions.

THIS IS THE ONLY LETTER YOU WILL RECEIVE. YOUR NEXT
COMMUNICATION FROM US WILL INVOLVE FORMAL ENFORCEMENT
ACTION.

Sincerely,

Livingston County Building Department

Retuned Mailings

Conway Township
PO Box 1157
Fowlerville, MI 48836



9589 0710 5270 2116 2893 69

Retail



48836

U.S. POSTAGE PAID
FCM LETTER
FOWLerville, MI 48836
MAY 13, 2025

\$9.68

R2305M147176-13

RDC 99

Trevor & Ronda Monroe
9148 Eva Ln.
Fowlerville, MI 48836

Handwritten: 1/6 BB 5/24 5/31

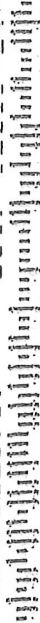
NIXIE 482 DE 1 0006/04/25

RETURN TO SENDER
UNCLAIMED
UNABLE TO FORWARD

933315229535722412

48836-87624

48836115737 2997-01895-14-30



Statement from previous Zoning Administrator

Conway Township

8015 N. Fowlerville Road

PO Box 1157

Fowlerville MI 48836

Phone 517-223-0358

Fax 517-223-0533



June 9, 2025

RE: Parcel ID# 4701-21-201-009
OWNERS: Trevor and Rhonda Monroe
ADDRESS: 9148 Eva Lane, Fowlerville, MI 48836

To Whom it May Concern:

To the best of my knowledge, information, and personal memory, please let this written document serve as my record of events that occurred with the above-referenced property owners, while I was the Zoning Administrator for Conway Township, Michigan:

August 23, 2022 – I called the County, and red tagged the above-referenced property.

September of 2022 – I went onsite to visit the homeowner, because they had applied for a land use permit. When I arrived and measured, the numbers didn't add up. When we measured the deck, pool and the house, and we added them all up, the pool and deck were over the property lines.

After determining the measurements were off, we noticed that his drain field was also not on his property.

During this meeting, the resident asked me, what can I do about this? I told him to call the Health Department, and if they agree, you need to sue the builder. Because the builder had been using the silt fence and his drain field as the boundary line, and they were all off in regard to the property line.

Furthermore, the above-referenced property owner, disregarded the requirement of coming to the Conway Township office to get a permit originally. If he had done the required steps, these measurements would have been discovered before he put the pool in.

Nov, 2022 – The County called me, and we agreed to hold off until spring and move the pool and take down part of the deck in the spring. The winter weather in Michigan is not reasonable to do these changes. We decided to require these changes be made in the spring.

April, 2024 – I left the employment of Conway Township, and Rebecca Dockery took over the Zoning Administrator position.

Furthermore, these are the dates that the County issued tickets to the above-referenced property owners: 04/12/2024, 06/20/2024, 11/20/2024, 05/01/2025. To the best of my knowledge, these tickets remain unpaid with the County.

Sincerely,

Gary Klein

(Former) Zoning Administrator for
Conway Township, Michigan

Letters from Concerned Eva Lane
Homeowners

Caleb & Lauren Bowen
9044 Eva Ln
Fowlerville, MI 48836
cbowen22@gmail.com
lmb.bowen@gmail.com
07/01/2025

Zoning Administration
Conway Twp
8015 N Fowlerville Rd
Fowlerville, MI 48836

Dear Zoning Administrator,

We are writing to formally express our opposition to granting a land use permit or giving any part of our common land to Trevor Monroe, residing at 9148 Eva Ln. Please know that Trevor and/or his lawyer(s) do not speak for us on this matter. We strongly believe that any decision regarding the use of our common land should reflect the collective interest and agreement of all stakeholders involved.

We are aware of the next township meeting taking place on Tuesday, July 15th at 7pm and will be in attendance to discuss further.

Sincerely,

Caleb Bowen
989-413-8346



Lauren Bowen
586-872-9596



June 25, 2025

Zoning Administration
Conway Township
8015 Fowlerville Rd
Fowlerville MI 48836

Dear Russ Cesarz,

My name is Dr. Megan Beach and I live at 9020 Eva Lane Fowlerville MI. It has come to my attention that Trevor Monroe has addressed the board about his neighbors, myself included, being okay about his building without permits into the common space that we collectively own. Trevor Monroe approached me about a special use permit that would allow him to use the land without permanently changing any property lines. He assured me that he would remove his pool and deck, if and when he were to sell his property to return it to the original boundary that he pays taxes on.

In talking to some of my neighbors, we agreed to send our objections on this matter. My neighbors Chris Dickey and Amanda Schwartz at 9098 Eva Lane and Darrin and Renee Smith at 9126 Eva Lane are also voicing objections to Trevor Monroe trying to enlarge his parcel illegally.

Trevor Monroe does not speak for us, nor our properties at board meetings or planning commission meetings.

He did not appropriately pull permits, even though his business of contracting for home improvements would appreciate permits needed to be pulled for a deck and pool. He claims the property lines were mistakenly marked by the township and township, but was seen to pull the property line marker.

We do not approve of moving any property lines nor giving any common space land to Trevor Monroe. We would appreciate the zoning commission moving ahead with the appropriate consequences of building without a permit, not on his property, and have Trevor Monroe's deck and pool removed. Trevor Monroe should be responsible for replacing the property line markers that he removed, so he can appreciate the boundaries in the future. He should also be made to understand the setback rules that apply to building near property lines.

If this issue is scheduled to be addressed before the board, my neighbors and I would appreciate the chance to hear what is being said so that we may also state our wishes about our common property and our individual parcels.

Please place this letter on record to note our objections,

Sincerely yours,

Dr. Megan Beach

Dr Megan Beach 9020 Eva Ln

Chris Dickey

Christopher J Dickey 9098 Eva Ln

Amanda Schwartz

Amanda Schwartz 9098 Eva Lane

Darrin and Renee Smith

Darrin Smith 9126 EVA LN.

Eva Lane North Side

From traci1630 <traci1630@yahoo.com>
Date Mon 6/23/2025 7:32 AM
To Michael Brown <supervisor@conwaymi.gov>
Cc Zoning Admin <zoningadmin@conwaymi.gov>

To Whom It May Concern,

I, Traci Sowle, a resident of 9032 Eva Lane, Fowlerville, Michigan 48836, am writing to formally state that I do not give permission to Trevor and Rhonda Monroe to install or maintain a swimming pool on the common land shared by myself and other residents of Eva Lane.

The Monroes proceeded to build a pool without the necessary permit, and more importantly, did so on land they do not own, without first obtaining the consent of the co-owners of this shared property. This act was not only inconsiderate but appears to have been done knowingly and without transparency.

It is worth noting that Mr. Monroe is the owner of Premier Home Solutions, a company that has been offering construction services in Michigan for over a decade, including roofing, insulation, doors, and windows. As a professional in the construction industry, Mr. Monroe is well aware of the legal requirements related to pulling permits and respecting property boundaries. Therefore, his decision to proceed without proper authorization is especially concerning.

It has come to my attention that Mr. Monroe recently attended a township meeting and claimed to have the support of neighbors in an attempt to retroactively obtain or "be given" the land. I want to be absolutely clear that I do not support any transfer or gifting of this common land to the Monroes. Doing so would set a troubling precedent for disregarding property rights and due process.

I respectfully request that this objection be placed on the record and taken into serious consideration by the appropriate governing bodies.

Sincerely,

Traci Sowle

9032 Eva Lane

Fowlerville, MI 48836



Prop 9/6/23

CONFIDENTIAL DESTRUCTION SERVICE AGREEMENT

This Confidential Destruction Agreement (this "Agreement") made between Conway Township hereinafter referred to as "Customer," having a place of business at 8015 N. Fowlerville Rd., Fowlerville, MI 48836 and AccuShred, LLC, hereinafter as "Contractor," having a place of business at 1114 W. Central Ave., Toledo, OH 43610, covers the following services and equipment, for a period of one (1) year effective date of delivered container/containers.

Service: Routine Service (NAID Certified Destruction of Paper Documents)	Rates/Fees:
Type: Off-site Shredding at Contractors facility	
Program setup fee:	N/A
Ad hoc fee for unscheduled visit:	N/A
Stair fee:	N/A
Travel fee: For routine service	N/A
Customer purge/cleanout document shredding:	Call for pricing
Hard Drive Destruction via shredding:	Call for pricing
Electronics Recycling	Call for pricing
Purge/Cleanout pricing	Call for pricing
CSR Readiness Pro Suite <i>optional</i>	<i>Ask Jason J. if interested</i>
Miscellaneous Fees:	*Fees begin upon delivery of containers

Service Location(s)	Containers Provided	Service Frequency	Fee per Visit
8015 N. Fowlerville Rd. Fowlerville, MI 48836	(1) 96-gallon tote w/ lock & key	Bi-monthly	\$64.00

Terms and Conditions

1. SERVICES

- 1.1 Services to be Furnished. Contractor shall provide the locking document disposal containers ("Containers Provided") and the secure destruction of paper documents ("Service") on the frequency ("Service Frequency") stated above. Contractor shall furnish Customer with detailed receipt of materials received ("Accountability Receipt") verifying the acceptance, transfer, weight (if applicable) and processing of materials and a certificate verifying the destruction of the materials received ("Certificate of Destruction"). An Accountability Receipt shall be delivered to Customer at each location where and when the Service is provided. A Certificate of Destruction shall be delivered to Customer with each invoice for the Service. Materials, if any, destroyed by weight shall be weighed on a state-certified scale at Contractor's facility. Customer may also request custom Services not set forth above, in which case Contractor shall consult with Customer as to the fees, terms, and conditions of the Services requested. After material has been destroyed, Contractor shall recycle all such material which can be recycled.
- 1.2 Performance of Services. Contractor hereby represents and warrants that it has the experience, capability, and resources, including but not limited to, sufficient equipment, personnel, and supervisors, to efficiently and expeditiously perform the Services to be provided hereunder in a professional and competent manner and in accordance with National Association for Information Destruction (NAID) AAA Certification Criteria and Audit Methodology. Contractor's Policies and Procedures will be made available to Customer upon Customer's request. Contractor shall allow Customer's auditor or designated representative access to inspect the destruction of material received from Customer.
- 1.3 Type and Frequency of Service. Customer may adjust the type and of Services and/or the Service Frequency at any time with a written notice. Customer acknowledges and agrees the fee(s) shall be adjusted to the prevailing rate for that type of Services and updated Service Frequency.

2. **CONFIDENTIALITY:** "Confidential Information" means any information relating to Customer's property, business, and affairs and may include personally identifiable consumer information. Unless such Confidential Information was previously known to Contractor free of any obligation to keep it confidential, is subsequently made public by Customer or by a third party having legal right to make such disclosure or shall be used only for the purpose provided in this Agreement. However, Contractor may comply with any subpoena or similar order related to materials delivered to Contractor; provided that it shall, unless prohibited by law, notify Customer promptly of any such subpoena or notice. Customer shall pay Contractor's reasonable cost of such compliance.

3. **RED FLAG COMPLIANCE: IDENTITY THEFT PREVENTION AND DETECTION:** In the event that Contractor is retained to perform information destruction services in connection with "covered accounts" as defined by the regulations listed at 16 C.F.R 681.1 et. seq. (the "Red Flag Rule"), and these services are identified by Covered Entity (as defined in the Red Flag Rules), Contractor shall have policies and procedures to detect relevant potential patterns, practices or specific activities indicating the possibility of identity theft pursuant to the Red Flag Rule (each, a "Red Flag") that may arise in performance of the Contractor's activities (if any), and shall either report the Red Flags to the Covered Entity or take the appropriate steps to prevent or mitigate identity theft in connection with these Red Flags. Contractor agrees to reasonably cooperate with any subsequent by or on behalf of the Covered Entity related to such notification by Contractor.

4. **HIPAA PROVISIONS:** Contractor acknowledges that in connection with this engagement with Customer it may have access to protected health information ("PHI") and therefore may be acting as a "Business Associate" (hereinafter referred to as "BA") under the HIPAA Privacy and Security Rules (the "HIPAA Rules"). In connection with this information, BA agrees that it (a) will not use or further disclose PHI other than as permitted to perform these services or as permitted or required by law; (b) will report to Customer, within a reasonable period of time, any use or disclosure of PHI or Breach (as defined under the HIPAA Rules) or Security Incident (as defined under the HIPAA rules) not provided for by this Agreement and affecting Customer's PHI of which it becomes aware; (c) will use appropriate safeguards to prevent use or disclosure of PHI other than as permitted by this Agreement; (d) will require that all of its subcontractors and agents to which it provides PHI pursuant to the terms of this Agreement agree to all the same restrictions and conditions to which BA is bound; (e) will make available for access and amendment PHI that it maintains to the extent of this PHI is part of designated record set; (f) will make available upon Customer's request an accounting of disclosures in accordance with the HIPAA Rules; (h) will make available to the Secretary of Health and Human Services upon reasonable notice the internal records and documentation necessary to

determine the Customer's HIPAA compliance as it relates to this engagement; (i) upon termination of this Agreement will, where feasible, return or destroy all PHI received from Customer under this Agreement; (j) will otherwise meet applicable requirements of the HIPAA Rules; (k) will implement administrative, physical, and technical safeguards that reasonably and appropriately protect the confidentiality, integrity, and availability of the electronic PHI that it receives or maintains on behalf of the Customer. BA also will conduct its activities in accordance with reasonable policies and procedures to detect, prevent, and mitigate the risk of identity theft where reasonably applicable to BA's services.

5. **DATA BREACH NOTIFICATION:** As a condition of employment, all Contractor employees are required to notify management of any actual or potential unauthorized access to information transferred to Contractor's custody. If such information is verified by management to constitute unauthorized access, Contractor shall fully disclose to Customer all relevant details in a timely manner and reasonably cooperate in any subsequent investigation.

6. **RESPONSIBILITIES**

- 6.1 Right to Rely on Instructions. Contractor may act in reliance upon any instruction, instrument, or signature reasonably believed by Contractor to be genuine, and may assume that any Contractor's employee or any employee of Customer's affiliates or subsidiaries giving any written notice, request, or instruction has the authority to do so.
- 6.2 Compliance with Contracts, Laws, and Regulations. Customer shall be responsible for, and warrant compliance with, all contractual restrictions and all applicable laws, rules, and regulations, including but not limited to environmental laws and contractual restrictions and laws governing the confidentiality, retention, and disposition of information contained in any materials delivered to Contractor. Contractor shall comply with applicable laws, statutes, regulations, and ordinances.
- 6.3 Material Descriptions. Itemized lists or descriptions of contents of material submitted by the Customer to Contractor shall be generally considered for recordkeeping, reconciliation, and reference purposes only, and are not to be considered proof that said documents contained on such lists and descriptions are in fact contained in the materials accepted. Contractor will make provision for validation of such document contents in advance and under special terms and fees at that request of the Customer.
- 6.4 Hazardous Substances. Customer shall place only paper-based materials in container(s). Customer shall not place in container (s) or deliver to Contractor any material considered toxic or dangerous or which is regulated under any federal or state law or regulation relating to hazardous materials. In the event of the accidental or negligent custodial transfer of hazardous or regulated waste, including bio-hazard, Customer agrees to arrange to appropriately, safely, and legally assume custody of such hazardous materials at their expense. Customer shall indemnify Contractor for damage to equipment or injury to personnel resulting from Customer's breach of this section.
- 6.5 Negotiable Items. Customer agrees to make Contractor aware in writing and in advance of any instance in which negotiable instruments, including but not limited to checks, bearer bonds, traveler's checks, or coupons which will be presented for destruction, and further, that in absence of such notice, Contractor incurs no liability related to the restitution of the value of such negotiation of instruments.
- 6.6 Cooperation and Assistance. Customer shall cooperate with Contractor with regard to the performance of the Services, subject to normal security requirements and in a manner that is not unnecessarily disruptive to Customer's business operations, by providing Contractor such information, data, access to premises, management decisions, and approvals as may be reasonable to permit Contractor to perform the Services hereunder.
- 6.7 Access. Customer agrees to provide unobstructed access to the containers on the scheduled service day. Contractor reserves the right to charge a reasonable additional fee for the Customer's failure to provide such access.
- 6.8 Timeliness. Customer agrees that Contractor shall be allowed to commence Services within fifteen (15) minutes after contractor has made its presence known to Customer. If commencement occurs in excess of fifteen minutes due to fault of Customer, Contractor reserves the right to charge an additional fee of \$20.00 per hour prorated each fifteen minutes until commencement of Service begins.
- 6.9 Cancellation/Failed Service Attempt. If Customer is not available or fails to provide Contractor with a twenty-four (24) hour notice of cancellation, Contractor reserves the right to charge Customer the customary service visit fee.
- 6.10 Equipment. Customer agrees that the container(s) furnished by Contractor hereunder shall remain the property of Contractor and Customer shall have no interest in such equipment. Customer shall not overload (by weight or volume), or alter the container(s), and shall use the container(s) only for its intended purpose. Customer shall not place 64 and/or 95-gallon containers in any location involving stairs. In the event that the container(s) are lost, damaged, or destroyed

by Customer, Customer agrees to pay for all damage or loss of such container(s) at the current replacement value(s). Contractor shall be responsible for all damage resulting from Contractor's handling of the container(s).

7. **FEES AND PAYMENTS:** All standard charges for Services under this Agreement shall be as specified. Fee is based on ground floor or elevator access. Stairs, turnstiles, basements, attics, obstacles, long distances and difficult or extreme locations incur increased fees. The prices set forth in this Agreement shall remain in effect for the first twelve (12) months of this Agreement. Thereafter, price adjustments shall be made only after thirty (30) days prior written notice. Charges for any service requested by Customer that is not specified in this Agreement will be agreed to in writing by Customer and Contractor prior to rendering of such Service. Contractor reserves the right to assess a fuel surcharge. Invoices shall be due and payable within thirty (30) days from the date of the applicable invoice. Amounts due and not paid within thirty (30) days of the date of the applicable invoice shall be deemed late and subject to a late fee of one and one-half percent (1.5%) per month of the outstanding amount. Services may be suspended until account is up to date. In the event Customer fails to pay Contractor all amounts which become due under this Agreement, Customer agrees to pay, in addition to the amount due, all reasonable attorneys' fees, court costs, and related expenses incurred in the event payment is not made in a timely manner, and proceedings are brought by Contractor to collect sums owed.

8. **TERM AND TERMINATION**

- 8.1 Term and Termination-General. This Agreement shall commence on the Effective Date set forth on the face hereof and, unless otherwise terminated in accordance with Section 8.2 or Section 8.3, shall continue in effect for one (1) year with automatic renewal for successive one (1) year terms unless written notice of non-renewal is delivered by either party to the other not less than sixty (60) days prior to the date of expiration of such term. In the event of early termination by Customer, Customer shall be responsible for paying the average monthly charges for the remainder of the term, not to exceed six (6) months' average charges.
- 8.2 Termination- Compliance/Performance. Either party may terminate this Agreement if the other is in material or repeated breach of any of its obligations hereunder and the breaching party has not cured the breach within sixty (60) days after written notice from the non-breaching party.
- 8.3 Termination- Payment and Container Removal. In the event of a termination, Customer is responsible for any unpaid charges prior to termination, up to and including the charges for servicing the Customer on the last day of the pick-up.

9. **CLAIMS AND DISPUTE RESOLUTION**

- 9.1 Time for Presenting Claims. Customer must present any claim with respect to Services in writing to Contractor within a reasonable time and in no case later than three (3) months after the occurrence of the event on which the claim is based.
- 9.2 Arbitration. This Agreement is to be governed by and construed in accordance with the internal laws of the state of Ohio. The exclusive venue for any actions or claims arising from or related to the Agreement shall be in the appropriate state or federal court located in Ohio. Any claim, controversy, or dispute arising out of or relating to this Agreement, or any interpretation or breach of this Agreement or performance under this Agreement, including without limitation any dispute concerning the scope of this Article 8, that cannot be resolved within fifteen (15) days by informal discussion between parties, shall be resolved by submission to final, binding, and non-appealable arbitration, without any right by either party to trail de novo in any court. Such arbitration and all pre-hearing, hearing, and post-hearing arbitration procedures, including for discovery, disclosure or arbitrator's interests, and challenge of designation of any arbitrator, shall be conducted under the Commercial Arbitration Rules of the American Arbitration Association. A single arbitrator shall be selected by the American Arbitration Association.
- 9.3 Services during Arbitration. During any arbitration proceedings, Contractor shall continue to provide Services, and Customer shall continue to make payments to Contractor, in accordance with this Agreement. The fact that arbitration is or may be allowed shall not impair the exercise of any termination rights under this Agreement.

10. **INSURANCE, LIMITS OF LIABILITY AND WARRANTY**

- 10.1 Contractor shall maintain, throughout the term of this Agreement, worker's compensation insurance, commercial general liability ("CGL") insurance, and professional liability insurance. Minimum scope and limit of coverage shall be at least as broad as:
- Worker's Compensation Insurance as required by law.

- CGL insurance: covering CGL on an occurrence basis, with limits no less than \$1,000,000 per accident for bodily injury and property damage.
 - Professional Liability (Errors and Omissions) Insurance: covering professional liability for Services hereunder with limits no less than \$1,000,000 per claim. Data breach notification expense incurred by Customer due to Contractor's actions, including accident, negligence, or willful misconduct, shall be considered recoverable damages.
- 10.2 Contractor shall furnish Customer with current certificates and endorsements evidencing the insurance coverages required by this Agreement and from time to time as reasonably requested by Customer.
- 10.3 Contractor shall not be responsible or liable in any manner whatsoever for the release or loss of any materials deposited in bins or otherwise delivered to Contractor for secure destruction unless the release or loss of materials is due to Contractor's actions including gross negligence or willful misconduct. In no event shall Contractor be responsible for any consequential, incidental, special, or punitive damages, regardless of whether the action is brought in tort, contract, or any other theory. Contractor's maximum liability hereunder for any claims whatsoever shall not exceed the limits of its insurance coverage in place at the time the claim giving rise to liability is first filed.
- 10.4 Customer warrants that it is the owner, legal custodian, or otherwise has the right to deliver for confidential destruction any and all materials Customer provides Contractor hereunder. Customer shall reimburse Contractor for any expenses reasonably incurred by Contractor (including reasonable legal fees) by reason of Contractor complying with its obligations under this Agreement to destroy such materials in the event of a dispute concerning the destruction of the materials provided by Customer to Contractor.

11. MISCELLANEOUS

- 11.1 Notices. All notices hereunder shall be in writing and addressed to either party at its address set forth above (or to such other address as either party may specify by notice given in accordance with this section).
- 11.2 Attorney Fees. In the event of any litigation or arbitration between the parties to this Agreement relating to, or arising out of, this Agreement, the prevailing party shall be entitled to an award of reasonable attorney's fees and costs, whether incurred before, during or after trial, arbitration or at the appellate level.
- 11.3 Binding Nature and Assignment. This Agreement shall be binding on the parties and their respective successors and assigns. Neither party may assign this Agreement without the prior written consent of the other party, which consent shall not be unreasonably withheld.
- 11.4 Relationship of Parties. Contractor is acting as an independent contractor hereunder and had the sole right and obligation to supervise, manage, contract, direct, procure, perform, or cause to be performed all work to be performed by Contractor under this Agreement.
- 11.5 Invalidity. If any provision of this Agreement is declared invalid by any tribunal of competent jurisdiction, then such provision shall automatically be adjusted to the minimum extent necessary to the requirements for validity as declared at such time and as so adjusted shall be deemed a provision of this Agreement as though originally included herein. In the event that the provision invalidated is such a nature that it cannot be so adjusted, the provision shall be deemed deleted from this Agreement as though such provision had never been included herein. In either case, the remaining provisions of this Agreement shall remain in effect.
- 11.6 Force Majeure. Each party shall be excused from any delay or failure in performance under this Agreement for any period if and to the extent that such delay or failure is caused by acts of God, governmental actions, labor unrest, riots, unusual traffic delays, or other causes beyond its control.
- 11.7 Exclusivity. Customer agrees to retain Contractor on an exclusive basis for any and all data destruction needs such as yearly cleanouts, purging of records, etc.
- 11.8 Entire Agreement. This Agreement constitutes the entire agreement between Contractor and Customer with respect to the subject matter of this Agreement and supersedes all prior agreements and understandings with respect thereto. No change, waiver, or discharge of this Agreement shall be binding unless in writing and signed by both parties.
- 11.9 Counterparts. This Agreement may be signed on any number of counterparts, either in the original or by facsimile signature, with the same effect as if the signatures were all originals and were on the same instrument. This Agreement shall become binding and effective when any one or more of the counterparts hereof shall together bear the signature of all the parties. The parties agree that copies or facsimiles of this Agreement or signatures (including electronic signatures) hereto shall be deemed as originals and may be relied upon by third parties as such.

IN WITNESS WHEREOF, each of the parties have caused this Agreement to be executed by its duly authorized representative as of the Effective Date first set for above.

CUSTOMER:

Conway Township

CONTRACTOR:

AccuShred, LLC

SIGN:

PRINT:

TITLE:

DATE:

EW
Elizabeth White
Clerk
8-15-23

SIGN:

PRINT:

TITLE:

DATE:

MA
NATE SEGALL
PRESIDENT
8-15-2023



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**Handy Township Jul-25
Schedule "B"**

NAID Certified Will-Call Shredding Rotation	Unit	Price
Console (36"H x 22 ¾"W x 15 ¾"D) 60-70 lb. limit		
First Console	Per Tip/each	\$30.00
All Additional Consoles	Per Tip/each	\$12.00
65 Gallon Bin (40 ¼"H x 23 ¼"W x 29 ½"D) 200-225 lb. limit		
First 65 Gallon Bin	Per Tip/each	\$35.00
All Additional 65 Gallon Bins	Per Tip/each	\$20.00
95 Gallon Bin (43 ¼"H x 26 ½"W x 33 ½"D) 300-325 lb. limit		
First 95 Gallon Bin	Per Tip/each	\$45.00
All Additional 95 Gallon Bins	Per Tip/each	\$25.00
Additional Shredding Services	Unit	Price
Hard drives, misc. peripherals (<i>Discounts for higher quantities</i>)	Per Unit	\$5.00
Additional boxes of shred (1.2 Cubic Ft.)	Per Carton	\$5.50
Additional boxes of shred (2.4 Cubic Ft.)	Per Carton	\$6.50
Additional boxes of shred (2.8 Cubic Ft.)	Per Carton	\$7.50
Magnetic Media (<i>CD's, DVD's, Diskettes, etc.</i>)	Per Pound	\$0.55
Purges or One-Time Shred		Call us
Minimum Monthly Service Fee	Per Account	\$35.00
Minimum Trip Charge (<i>includes initial delivery</i>)	Per Stop	\$35.00
Non-Schedule Rotation/Rush/Same Day	Each	Will Quote
Purchase 65 Gallon Bin for Will-Call Pricing	Each	\$200.00
CSR Breach Reporting Service	Unit	Price
24/7 access to a certified CSR privacy professional and a Readiness Program designed to safeguard and improve your businesses privacy procedures	Per Month	*\$16.95

*You may opt out at any time from the CSR Breach Reporting Service. Initial here to opt out _____



Initial Here_____



DuraFlex Console

Quantity

Specifications:

- Dimensions: 36"H x 21.5"W x 16"D
- Capacity: 70-80 lbs.

Accessories:

- "Perfect Fit" nylon bag or handled container
- Secured internal lock plate and double turn lock
- Kick plate, paper deflector and striking plate



Green Option: Our consoles are made with 25% recycled material and is 100% recyclable and formaldehyde-free.

65 Gallon Bin

Quantity

Specifications:

- Dimensions: 29.5"L x 23.25"W x 40.5"H
- Capacity: 200-250 lbs.

Accessories:

- Durable handles
- Secured internal lockjaw locking system
- No bag required



95 Gallon Bin

Quantity

Specifications:

- Dimensions: 34"L x 24.5"W x 46"H
- Capacity: 300-350 lbs.

Accessories:

- Durable handles
- Secured internal lockjaw locking system
- No bag required



Shredinator Deskside Bin

Quantity

Specifications:

- 24" Shredinator 24"H x 11"W x 20"D (16 Gallons)
- 27" Shredinator 27"H x 11"W x 20"D (20 Gallons)
- 30" Shredinator 30"H x 11"W x 20"D (23 Gallons)

Accessories:

- Standard Paper Slot
- Secured internal locking system
- No bag required





Introducing CSR Readiness® Pro Edition

Great news about protecting customer, employee, and vendor personally identifiable information (PII) as well as your business livelihood!

As part of the information privacy offerings of Corrigan Record Storage, you have been enrolled in the CSR Readiness® Pro Edition—a breach reporting and privacy compliance package developed by the certified information privacy professionals at CSR.

The program comprises both the patented, award-winning **CSR Breach Reporting Service™** plus the risk assessment program **CSR Readiness®**.

Are you protecting the PII of your employees and customers?

Personally Identifiable Information (PII) represents the information your business has about your employees, customers, or vendors that can identify an individual and possibly lead to identity theft or fraud. It can be as obvious as their social security number or financial data to just their email address or phone number.

Many laws cover the retention and/or destruction of PII, breach and consumer notification protocol. Your responsibility for data protection encompasses all paper records and electronic files containing PII.

All businesses need a comprehensive information privacy program with administrative, technical and physical safeguards, which include risk-assessment, policy development, ongoing monitoring, and employee training.

Proactive planning will minimize loss such as reputational damage, decreased sales, fines, and lawsuits.

Under laws in 100+ countries and 47 states, a business, no matter what size, MUST comply with breach reporting and consumer notification laws, in addition to existing data protection and data disposal laws

What will the CSR Breach Reporting Service do for me?

In the event of the actual or suspected breach of PII, the CSR Breach Reporting Service reports to authorities and notifies consumers, as required.

Your call to the in-house CSR team of privacy professionals initiates a custom evaluation of your incident to determine if authorities and consumers must be notified. CSR files the necessary breach reports on your behalf, and consumer notification can be prepared with your input.

In case of a suspected breach, contact the Breach Reporting Intake Center 24/7 at:
1-888-301-6449

What if I fail to report data loss?

It's critical that you take the right steps to comply with all the rules and regulations for breach reporting and consumer notification, whether the breach is actual or suspected, regardless of the size of your business or how many records may have been compromised. Federal and state agencies will not be lenient. Non-compliance can result in fines and penalties as well as civil, criminal and class action lawsuits.



Strictly Confidential

How Readiness Helps You:

- Review:** **Take a Self-Assessment Evaluation-** Detect location of PII in your organization and determine how PII is:
- Acquired
 - Transmitted
 - Accessed
 - Stored
 - Handled
 - Destroyed
- Revise:** **Implement Readiness Recommendations-** Remediate weaknesses in compliance, privacy, security, incident response and governance; and train employees on provided Best Practices, Policies, and Procedures.
- Revisit:** **Continually Improve-** Routinely monitor and audit performance to meet legal, regulatory and other compliance requirements.

Your Reward for Protecting PII



Upon successful completion of the analysis and remediation, your business will earn a **Certificate of Completion and ID Stay Safe™ digital seal for your website and advertising use**. The certificate and seal are signals for customers seeking businesses who are diligent in protecting the personal information of their consumers. The certificate and seal remain valid for one year, until you Revisit Readiness to ensure your business has sufficiently addressed any changes that may have occurred.

Why would we proactively seek to protect you by enrolling you in this service?

Corrigan Record Storage is so enthusiastic about this program, we took the lead as your business solutions partner to enroll you now because, no matter the size of your business, the CSR Readiness® Pro Edition will lead the way in preparing your business to: 1) reduce the risk of a data breach, 2) meet mandated state and federal information privacy requirements, and 3) avoid fines in the tens of thousands of dollars or more.

Thousands of organizations of all sizes are familiar with the embarrassment, loss of consumer confidence and sales, and the high cost of remediation that accompanies a data breach. In addition, a business of any size may face possible legal ramifications and substantial fines. Ensuring your business has prepared, implemented, and maintained a program to protect PII, including the ability to report to proper authorities in the event of a breach, has never been more important. That is why we have arranged an attractive rate of **\$16.95** per month to provide you with the CSR Readiness® Pro Edition. This price will be reflected on your next invoice; however, your breach reporting service starts immediately.

Having reviewed all of this, if you have any questions, please feel free to contact us at **248-344-9185** or email us at **readiness@corriganrecords.com**. You may decline from participating in the service at any time.

Instructions will follow shortly to tell you how to use your **CSR Readiness® Pro Edition**.

Enjoy peace of mind knowing that you are well on your way to implementing risk-assessment, security practices, training and monitoring that today's legislative environment requires and your customers and employees deserve and expect.

Initial Here_____



Strictly Confidential

Access Authorization List

Account Name:	Date:
---------------	-------

Please **add** the following employee(s) to the authorization list:

Name	Email Address	Telephone Number

The above people are authorized to obtain information or perform any other function authorized in the agreement signed with Corrigan Record Storage. **Any company employee NOT on this list will be denied access.** Please notify Corrigan Record Storage if any changes occur. It is recommended that at least two company employees are authorized.

If your company requires additional security measures, please feel free to contact Corrigan Record Storage for additional information at 248-344-9185, or email us at corriganrecords@corriganrecords.com.

Initial Here_____

Shredding agreement

From Jason Johnson <jjohnson@accushred.net>
Date Wed 7/2/2025 2:46 PM
To Deputy Clerk <deputyclerk@conwaymi.gov>

 1 attachment (595 KB)

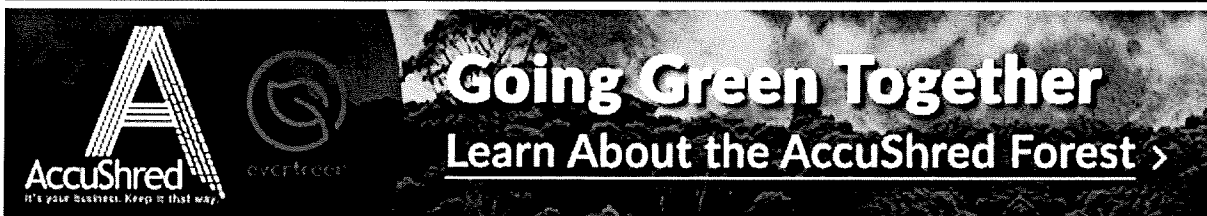
Conway TWP 09 06 2023 Final signed executed agreement.pdf;

Good afternoon & to whom it may concern.

Please see the attached agreement. If we service in one final time September we can & will nullify the agreement. **Please let me know.**

Jason Johnson Sr.

Sales Manager
AccuShred, LLC
(800) 747-3341 Toll Free
(419) 297-4295 Personal Cell
www.AccuShred.net





June 24, 2025
2024P032

Mr. Mike Brown
Conway Township
8015 N Fowlerville Rd.
Fowlerville, MI 48836

Subject: Fee Proposal for a Community Noise Assessment

Re: Proposed Headland Solar Energy Facility
Conway & Cohoctah Townships - Livingston County, MI

Dear Mr. Brown:

This proposal outlines our plan to assess the potential noise impact from a proposed solar energy facility in Conway and Cohoctah Townships, Livingston County, MI. With residents concerned about inverter and transformer noise, our study aims to provide Conway Township with a clear understanding of the expected acoustic impact on quality of life. To achieve this, we will measure existing community sound levels and characterize noise from an operational solar facility, informing your decision-making on this important development. Our detailed scope of work follows.

Proposed Scope of Work: Acoustic Study for Headland Solar Development

Our work will help Conway Township understand the potential noise impact from the proposed Headland Solar development. We will do this by performing the following tasks:

1. Measure Existing Ambient Sound Levels:

- We will set up equipment at a key location in Conway Township to record sounds for 48 hours. This will give us a snapshot of the current, typical noise levels in the community.
- Conduct a second set of measurements at a key location in Cohoctah Township.
- *Please note: While these measurements will provide valuable local data, it's a single point in time and location and may not cover every possible noise variation across the entire Township.*

2. Characterize Noise from an Existing Solar Facility:

- Conduct sound level measurements for 48 hours at a key residential property near an existing solar energy facility that is currently operating.
- This measurement will capture the sound level and character of solar inverters.

3. Assess Noise Impact for Headland Solar:

- We will compare ambient sound levels measured in Conway and Cohoctah townships with the actual sound levels and characteristics measured from the existing solar facility.
- This comparison will help us determine the expected noise impact from the proposed Headland Solar development, assuming the inverters will produce similar sounds to the facility we measure. We will look at overall noise levels and check for any noticeable tones.

4. Deliver a Detailed Report:

- We will provide a report that summarizes the results of our measurements, the noise characteristics of both ambient sound levels with and without the solar energy facility, and our assessment of the potential noise impact. This report will also compare our findings to any relevant noise guidelines or criteria that apply.

5. Discuss Findings with Conway and Cohoctah Townships:

- We will meet with Conway and Cohoctah Township officials to go over our study's results and answer any questions.

6. Present at a Public Hearing:

- We will attend public hearings, one in Conway Township and one in Cohoctah, to present a summary of our study's findings to the community.

Cost Estimate and Timing

We estimate that **35 hours** of K&SE technical staff will be needed to execute the scope-of-work described above. At an hourly rate of \$225/hour, (see our standard Terms & Charge Rates, included as Exhibit 1), plus instrument and expense charges of \$1260, we expect total charges of **\$9,360** to accrue for this work.

Mr. Brown, we appreciate your calling us about this work and look forward to working with you. Please call if you have any questions or wish to discuss this in greater detail. To proceed, please sign and return the authorization statement provided below and return it to us with a retainer fee of **\$4,680** (50% of the expected charges).

Sincerely,
K & S ENGINEERS, LLC



Darren Brown, P.E.
INCE Board Certified
Principal Consultant

PROPOSAL ACCEPTANCE AND AUTHORIZATION TO PROCEED

The undersigned, an authorized representative of Conway Township, hereby accepts on behalf of Conway Township the Scope-of-Work and Terms (Exhibit 1) as detailed in K&SE Proposal No. 2024P032 dated June 24, 2025 for acoustical engineering services.

Name and Title

Signature

Date



EXHIBIT 1

TERMS AND CHARGE RATES (as of June 20, 2025)

Direct Effort and Billing Rates

K & S Engineers, LLC (K&SE) bills for professional services based on the time spent by technical staff. This includes work done in our office, at client sites, and travel time. Charges reflect the actual hourly rates of the personnel performing the work. For projects with a defined scope, we may use composite hourly rates for estimating purposes, but final billing is based on actual time and rates unless agreed otherwise in writing. Fixed-fee contracts may be offered when the scope is clearly defined. If the project scope or conditions change significantly, K&SE reserves the right to adjust the billing method or renegotiate terms.

Current hourly rates for principal consultants, consultants, and engineers range from \$160 to \$380 per hour, depending on individual qualifications and the nature of the work. A full rate schedule by staff category is available upon request.

Expenses and Reimbursable Costs

K & S Engineers, LLC (K&SE) charges separately for reimbursable expenses incurred in connection with a project. These include, but are not limited to, materials, specialized services, instrumentation, leased equipment, transportation, lodging, meals, and other direct costs associated with extended field work or special project requirements. Reimbursable expenses are billed at cost plus a 10% administrative charge. Mileage for travel to and from project sites is billed at \$0.90 per mile.

Retainer

A non-refundable retainer is required prior to the commencement of services for all new projects. The retainer amount shall be the greater of \$1,000 or 50% of the estimated project charges, unless otherwise agreed in writing. The retainer secures scheduling, project planning, and initial administrative effort. Retainer requirements may be waived at the discretion of K & S Engineers, LLC for long-standing clients or for clients with an active purchase order or other approved payment arrangement.

Authorization and Contract Requirements

Written authorization is required before K & S Engineers, LLC will commence any services. Acceptable forms of authorization include a signed proposal, an Authorization to Proceed agreement, or a client-issued Purchase Order that references the scope and terms outlined in our proposal.

Standard industry agreements, such as those published by the American Institute of Architects (AIA), may be accepted at our discretion. Non-standard contracts for projects exceeding \$10,000 may be considered on a case-by-case basis and are subject to review by our legal counsel and insurance carriers prior to acceptance.

Invoices and Payment Terms

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Past due balances will accrue interest at a rate of 1.5% per month (18% annually). Accounts that remain unpaid after ninety (90) days may be subject to additional collection costs, including attorney's fees and a surcharge of up to 25% to cover the cost of collection. K&SE reserves the right to suspend or terminate services on delinquent accounts.

Warranty Disclaimer

K & S Engineers, LLC performs its services using accepted engineering practices and professional judgment, based on the information, conditions, and tools available at the time. While reasonable care is taken to ensure the accuracy and reliability of our work product, we do not guarantee specific results or future performance. No expressed or implied warranties are provided, including warranties of merchantability or fitness for a particular purpose. This includes any products, equipment, or systems that may be referenced or recommended as part of our services.

Intellectual Property Rights

K & S Engineers, LLC retains all common law, statutory, and other intellectual property rights, including copyrights, in and to all proposals, reports, documents, acoustical databases, models, drawings, and specifications developed or delivered in connection with this project. Upon full and final payment of all fees due, the client is granted a non-exclusive, non-transferable license to use the copyrighted materials solely for the specific project for which they were prepared. Any reuse, reproduction, or distribution of such materials for other projects or purposes without the prior written consent of K & S Engineers, LLC is strictly prohibited.



July 8, 2025
2024P032R1

Mr. Mike Brown
Conway Township
8015 N Fowlerville Rd.
Fowlerville, MI 48836

Subject: Fee Proposal for a Community Noise Assessment
Re: Proposed Headland Solar Energy Facility
Conway & Cohoctah Townships - Livingston County, MI

Dear Mr. Brown:

This proposal outlines our plan to assess the potential noise impact from a proposed solar energy facility in Conway and Cohoctah Townships, Livingston County, MI. With residents concerned about inverter and transformer noise, our study aims to provide Conway Township with an understanding of the expected noise impact. To achieve this, we will measure the sound levels of an existing solar facility and compare the results to predictions conducted as part of the approval process for installing this solar facility. From our measurements and comparison, we will provide our opinion for the expected noise impact produced from the Headland Solar Development in Livingston County. Our aim is to provide you with information that will aid with your decision-making for this important development. Our detailed scope of work follows.

Proposed Scope of Work: Acoustic Study for Headland Solar Development

Our work will help Conway Township understand the potential noise impact from the proposed Headland Solar development. We will do this by performing the following tasks:

1. Characterize Noise from an Existing Solar Facility:

- Conduct sound level measurements for 48 hours at a key residential property near an existing solar energy facility that is currently operating.
- This measurement is intended to capture the sound level and character of solar inverters.

2. Compare the Actual Versus Predicted Noise Impact for an Installed Solar Facility:

- We will compare the sound levels measured from an operating solar facility to the noise prediction study provided prior to the construction of that solar facility.
- Based on the comparison of these data, we will provide our opinion as to the value of the noise prediction when considering the actual noise levels and character produced by an operating solar energy facility. Additionally, we will use this

comparison to provide our opinion as to the expected noise impact from the proposed Headland Solar development, assuming the inverters will produce similar sounds to the facility we measure. We will look at overall noise levels and check for any noticeable tones.

3. Deliver a Detailed Report:

- We will provide a report that summarizes the results of our measurements, the noise characteristics of the solar facility sound levels and our opinion of the potential noise impact. This report will also compare our findings to any relevant noise guidelines or criteria that apply.

4. Discuss Findings with Conway and Cohoctah Townships:

- We will meet with Conway and Cohoctah Township officials to go over our study's results and answer any questions.

5. Present at a Public Hearing:

- We will attend public hearings, one in Conway Township and one in Cohoctah Township, to present a summary of our study's findings to the community.

Cost Estimate and Timing

We estimate that **30 hours** of K&SE technical staff will be needed to execute the scope-of-work described above. At an hourly rate of \$225/hour, (see our standard Terms & Charge Rates, included as Exhibit 1), plus instrument and expense charges of \$560, we expect total charges of **\$7,310** to accrue for this work.

Mr. Brown, we appreciate your calling us about this work and look forward to working with you. Please call if you have any questions or wish to discuss this in greater detail. To proceed, please sign and return the authorization statement provided below and return it to us with a retainer fee of **\$3,655** (*50% of the expected charges*).

Sincerely,
K & S ENGINEERS, LLC



Darren Brown, P.E.
INCE Board Certified
Principal Consultant

PROPOSAL ACCEPTANCE AND AUTHORIZATION TO PROCEED

The undersigned, an authorized representative of Conway Township, hereby accepts on behalf of Conway Township the Scope-of-Work and Terms (Exhibit 1) as detailed in K&SE Proposal No. 2024P032R1 dated July 8, 2025 for acoustical engineering services.

Name and Title

Signature

Date



K&S Engineers, LLC

Consultants in Acoustics, Noise and Vibration

EXHIBIT 1

TERMS AND CHARGE RATES (as of June 20, 2025)

Direct Effort and Billing Rates

K & S Engineers, LLC (K&SE) bills for professional services based on the time spent by technical staff. This includes work done in our office, at client sites, and travel time. Charges reflect the actual hourly rates of the personnel performing the work. For projects with a defined scope, we may use composite hourly rates for estimating purposes, but final billing is based on actual time and rates unless agreed otherwise in writing. Fixed-fee contracts may be offered when the scope is clearly defined. If the project scope or conditions change significantly, K&SE reserves the right to adjust the billing method or renegotiate terms.

Current hourly rates for principal consultants, consultants, and engineers range from \$160 to \$380 per hour, depending on individual qualifications and the nature of the work. A full rate schedule by staff category is available upon request.

Expenses and Reimbursable Costs

K & S Engineers, LLC (K&SE) charges separately for reimbursable expenses incurred in connection with a project. These include, but are not limited to, materials, specialized services, instrumentation, leased equipment, transportation, lodging, meals, and other direct costs associated with extended field work or special project requirements. Reimbursable expenses are billed at cost plus a 10% administrative charge. Mileage for travel to and from project sites is billed at \$0.90 per mile.

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