

**CENTERVILLE TOWNSHIP
5001 S. FRENCH RD.
CEDAR, MICHIGAN 49621**

SUPERVISOR
JAMES SCHWANTES
PHONE: 920-5204

Email: centerville-supervisor@gmail.com

TRUSTEE
DANIEL HUBBELL
PHONE: 228-6390

Email: dan@hubbellfarm.com

CLERK
ELIZABETH CHILES
PHONE: 620-2130

Email: clerk.centerville@gmail.com

TRUSTEE
RONALD SCHAUB
PHONE: 256-7127

Email: schaubron@yahoo.com

TREASURER
KATRINA PLEVA
PHONE: 228-5649 FAX: 228-6818

Email: dalekatrina@centurytel.net

ZONING ADMIN:
TIM CYPHER
CELL: 360-2557 FAX 256-7774

Email: tim@allpermits.com

AGENDA

Wednesday August 11, 2021 7:00PM

Monthly Township Board Meeting

Centerville Township Hall

Public may participate via Zoom

1. Call to Order/Pledge of Allegiance
2. Review Agenda/Additions/Public Comment/Approve Agenda
3. Previous Meeting Minutes
 1. July 14, 2021 Regular Meeting
4. Township Financial Update
 1. Treasurer's Report
 2. Reconciliation Report
 3. ARPA Funds
 1. Federal Procurement Conflict of Interest Policy
 2. Loss of Revenue Calculation
 3. Interim rule – possible uses of funds
5. Invoices - Review and authorize payment
6. Special Item: Chalet Roads
 1. Consider committing to project
 2. Consider starting SAD process
7. Clerk Report
8. Correspondence/ Communication
9. Board of Review
10. Zoning Administrator's Report
 1. Lake Shore Drive
11. Planning Commission:
 1. Board member report
 2. Continuing Education Policy
 3. Next regular meeting: Monday, October 4, 2021 at 6:30PM
 4. Zoning Board of Appeals annual organizational meeting
12. Cedar Area Fire and Rescue Board
 1. Board member report
 2. Next regular meeting: Tuesday, August 24, 2021 at 7:00PM
13. Board – Unfinished Business
 1. Board work taxonomy
 2. Dock bumpers

14. Board – New business
 1. Annual roads report from Supervisor
15. County Commissioner Report
16. Upcoming Township Meetings:
 1. Next regular Board of Trustees Meeting: September 8, 2021
17. Public Comment
18. Motion to Adjourn

James Schwantes is inviting you to a scheduled Zoom meeting.

Topic: Township Board Meeting August 11

Time: Aug 11, 2021 07:00 PM Eastern Time (US and Canada)

Join Zoom Meeting

<https://us02web.zoom.us/j/84276721941?pwd=cXh4ZnFYWlJqdmx1YkFZWnlDdUxGZz09>

Meeting ID: 842 7672 1941

Passcode: 349225

One tap mobile

+13017158592,,84276721941#,,,,*349225# US (Washington DC)

+13126266799,,84276721941#,,,,*349225# US (Chicago)

Dial by your location

+1 301 715 8592 US (Washington DC)

+1 312 626 6799 US (Chicago)

+1 929 205 6099 US (New York)

+1 253 215 8782 US (Tacoma)

+1 346 248 7799 US (Houston)

+1 669 900 6833 US (San Jose)

Meeting ID: 842 7672 1941

Passcode: 349225

Find your local number: <https://us02web.zoom.us/j/84276721941?pwd=cXh4ZnFYWlJqdmx1YkFZWnlDdUxGZz09>

CENTERVILLE TWP TREASURER'S REPORT
As of July 31, 2021

Account Balances:

Chase Tax Fund Cking #9301
Chase HI Yield Savings #5793
Chase Business Savings #6868
Chase Commercial Cking #2769

\$3,189.41
\$96,667.90
\$5,040.46
\$181,405.32
\$286,303.09

TOTAL:

<u>Receipts</u>	<u>Amount</u>	<u>From</u>	<u>Description</u>
#3088	\$330.00	Tim Cypher, ZA	Three LUPs, One Prop Line Adj
#3089	\$978.09	K Pleva, Treasurer	Admin Fee
#3090	\$19,922.00	State of MI	Sales Tax Revenue March/April 2021
#3091	\$4.15	Chase Bank	Interest

**CENTERVILLE TOWNSHIP
5001 S FRENCH RD
CEDAR, MICHIGAN 49621**

SUPERVISOR
JAMES SCHWANTES
PHONE: 920-5204
Email:
centervillesupervisor@gmail.com
TRUSTEE
DANIEL HUBBELL
PHONE: 228-6390
Email: dan@hubbellfarm.com

CLERK
ELIZABETH CHILES
PHONE: 620-2130
Email: clerk.centerville@gmail.com
TRUSTEE
RONALD SCHAUB
PHONE: 256-7127
Email: schaubron@yahoo.com

TREASURER
KATRINA PLEVA
PHONE: 228-5649 FAX: 228-6818
Email: dalekatrina@centurytel.net
ZONING ADMIN:
TIM CYPHER
CELL: 360-2557 FAX 256-7774
Email: tim@allpermits.com

MONTHLY RECONCILIATION REPORT

Wednesday August 11, 2021 7:00PM
Monthly Township Board Meeting
Centerville Township Hall

This is to certify that the Centerville Township Board at its regular Board meeting conducted a reconciliation review for the month of July of 2021. This review uses the monthly bank reconciliation as its guide to review the sample transactions. Prior to this meeting the Supervisor requested documentation on one deposit to and two expenditures from the General Fund for review.

Supervisor's comments: The expenditures reviewed were appropriate and properly documented. The deposits were documented and correspond to bank record. No issues of concern were identified.

Reviewed by the board & signed by

Supervisor _____ Date: _____

(This report will be kept monthly for the Supervisor to present at the audit)

CHASE for BUSINESS

Printed from Chase for Business



Chase QuickDeposit receipt

Date	Jul 20, 2021
Account number ending in	PLAT BUS CHECKING (...2769)
Deposit amount	\$21,230.09
Available balance ¹	\$220,500.66
Current balance ²	\$241,730.75

Please print this receipt for your records. You won't be able to come back to this receipt once you leave this screen.

Thank you.

JPMorgan Chase Bank, N.A.

1-877-226-0071 (For government entities and not-for-profit organizations, call 1-855-893-2223). Member FDIC, Equal Housing Lender.

¹ Your "available balance" is the amount of the account's "current balance" that is available for immediate use. Certain pending transactions, such as check deposits, may not be included in the "available balance."

² Your "current balance" is the previous business day's ending balance, plus or minus any transaction known to the bank made during the current day.



JPMorgan Chase Bank, N.A.
 P O Box 182051
 Columbus, OH 43218-2051

July 01, 2021 through July 30, 2021

Account Number: 000000771382769

CUSTOMER SERVICE INFORMATION

Web site: www.Chase.com
 Service Center: 1-877-425-8100
 Deaf and Hard of Hearing: 1-800-242-7383
 Para Espanol: 1-888-622-4273
 International Calls: 1-713-262-1679



00022467 DRE 021 210 21621 NNNNNNNNNN 1 000000000 D2 0000

CENTERVILLE TOWNSHIP
 GENERAL FUND ACCOUNT
 5001 S FRENCH RD
 CEDAR MI 49621

CHECKING SUMMARY Chase Platinum Business Checking

	INSTANCES	AMOUNT
Beginning Balance		\$228,981.79
Deposits and Additions	1	21,230.09
Checks Paid	12	-61,122.53
Electronic Withdrawals	9	-7,570.37
Fees	1	-25.00
Ending Balance	23	\$181,493.98

Your Chase Platinum Business Checking account provides:

- No transaction fees for unlimited electronic deposits (including ACH, ATM, wire, Chase Quick Deposit)
- 500 debits and non-electronic deposits (those made via check or cash in branches) per statement cycle
- \$25,000 in cash deposits per statement cycle
- Unlimited return deposited items with no fee

There are additional fee waivers and benefits associated with your account – please refer to your Deposit Account Agreement for more information.

DEPOSITS AND ADDITIONS

DATE	DESCRIPTION	AMOUNT
07/20	Remote Online Deposit 2	\$21,230.09
Total Deposits and Additions		\$21,230.09

CHECKS PAID

CHECK NO.	DESCRIPTION	DATE PAID	AMOUNT
5409 ^		07/13	\$100.00
5410 ^		07/21	686.00
5411 ^		07/22	393.78
5412 ^		07/21	58,305.42
5413 ^		07/22	50.00
5414 ^		07/16	750.00

PRESCRIBED BY BUREAU OF LOCAL GOVERNMENT SERVICES MICHIGAN DEPARTMENT OF TREASURY

OFFICIAL RECEIPT

**CENTERVILLE TOWNSHIP
CEDAR MICHIGAN
LEELANAU COUNTY**

No **3088**

DATE 7-20-21

RECEIVED FROM Timothy Smith \$ 330.00

DOLLARS

FUND	ACCOUNT NO.	AMOUNT
Operating	47707	
GRN	47713.1	90.00
Land	47713.1	100.00
Water	47713.1	100.00
Other	47713.1	40.00

IN PAYMENT FOR _____

Land use permits

Prop. Line Adj.

K. Kleva

AUTHORIZED SIGNATURE

FORM NO. TUA-17 (REV 2/14)

PRESCRIBED BY BUREAU OF LOCAL GOVERNMENT SERVICES MICHIGAN DEPARTMENT OF TREASURY

OFFICIAL RECEIPT

**CENTERVILLE TOWNSHIP
CEDAR MICHIGAN
LEELANAU COUNTY**

No **3089**

DATE 7-20-21

RECEIVED FROM K. Kleva, Treasurer \$ 976.09

DOLLARS

FUND	ACCOUNT NO.	AMOUNT
Operating	47709	976.09
GRN	47713.1	

IN PAYMENT FOR _____

Admin. fee

K. Kleva

AUTHORIZED SIGNATURE

FORM NO. TUA-12 (REV 2/14)

PRESCRIBED BY BUREAU OF LOCAL GOVERNMENT SERVICES MICHIGAN DEPARTMENT OF TREASURY

OFFICIAL RECEIPT

**CENTERVILLE TOWNSHIP
CEDAR MICHIGAN
LEELANAU COUNTY**

No **3090**

DATE 7-20-21

RECEIVED FROM State of MI \$ 19,732.00

DOLLARS

FUND	ACCOUNT NO.	AMOUNT
Operating	47709	
GRN	47713.1	
Water	47713.1	
Other	47713.1	

IN PAYMENT FOR _____

sales tax revenue

March/April 2021

K. Kleva

AUTHORIZED SIGNATURE

FORM NO. TUA-12 (REV 2/14)

PRESCRIBED BY BUREAU OF LOCAL GOVERNMENT SERVICES MICHIGAN DEPARTMENT OF TREASURY

OFFICIAL RECEIPT

CENTERVILLE TOWNSHIP
CEDAR MICHIGAN
LEELANAU COUNTY

No **3091**

DATE 7-30-21

RECEIVED FROM Chase Bank

\$ 4.15

DOLLARS

FUND	ACCOUNT NO.	AMOUNT
Hi Yield Savings	#5793	3.94
	#6868	0.21

IN PAYMENT FOR _____

Interest

K. Plein

AUTHORIZED SIGNATURE

FORM NO. TGA-12 (REV 2/14)

OFFICIAL RECEIPT

CENTERVILLE TOWNSHIP
CEDAR MICHIGAN
LEELANAU COUNTY

No **3092**

DATE _____

RECEIVED FROM _____

\$ _____

DOLLARS

FUND	ACCOUNT NO.	AMOUNT

IN PAYMENT FOR _____

AUTHORIZED SIGNATURE

FORM NO. TGA-12 (REV 2/14)

OFFICIAL RECEIPT

CENTERVILLE TOWNSHIP
CEDAR MICHIGAN
LEELANAU COUNTY

No **3093**

DATE _____

RECEIVED FROM _____

\$ _____

DOLLARS

FUND	ACCOUNT NO.	AMOUNT

IN PAYMENT FOR _____

PRESCRIBED BY BUREAU OF LOCAL GOVERNMENT SERVICES MICHIGAN DEPARTMENT OF TREASURY

RE ORDER FROM ProMark PH: 1 888 786 6455 www.pmark.com

CENTERVILLE TOWNSHIP
Monthly Check Journal with Totals Sorted by Check#

Jan 14 thru Feb 3 2021

Type	Date	Num	Name	Memo	Account	Debit	Credit
Check	07/14/2021	ACH	CYPHER GROUP, INC CYPHER GROUP, INC	June June Payment	015 - CHASE CHECKING GEN FUND... 723-701 - Contracted Services	1,000.00	1,000.00
						1,000.00	1,000.00
Check	07/14/2021	ACH	Beth Chiles 1 Beth Chiles 1 Beth Chiles 1 Beth Chiles 1	reimbursements QuickBooks Enhanced Payroll Annual Fee two trips to County Clerk for election equipment check stamps for ballot request letters and ballots	015 - CHASE CHECKING GEN FUND... 215-802 - Contracted Services 282-860 - Travel 262-726 - Office Supplies	689.00 11.85 341.50	1,042.15
						1,042.15	1,042.15
Paycheck	07/14/2021	ACH	HUBBELL (TRUSTEE), DANIEL HUBBELL (TRUSTEE), DANIEL HUBBELL (TRUSTEE), DANIEL		015 - CHASE CHECKING GEN FUND... 101-701 - Adm Wages 721-701 - Part Time Wages	100.00 0.00	92.35
						100.00	92.35
Paycheck	07/14/2021	ACH	RAY (Deputy Clerk), PATRICIA G RAY (Deputy Clerk), PATRICIA G RAY (Deputy Clerk), PATRICIA G		015 - CHASE CHECKING GEN FUND... 282-701 - Wages-Part Time 215-703 - Part Time Wages	0.00 280.00	236.88
						280.00	236.88
Paycheck	07/14/2021	ACH	CHILES, BETH CHILES, BETH		015 - CHASE CHECKING GEN FUND... 215-701 - Wages	1,383.33	1,184.72
						1,383.33	1,184.72
Paycheck	07/14/2021	ACH	KROMBEEN (ASSESSOR), JULIE KROMBEEN (ASSESSOR), JULIE		015 - CHASE CHECKING GEN FUND... 267-701 - Wages	1,233.33	1,086.58
						1,233.33	1,086.58
Paycheck	07/14/2021	ACH	PLEVA (TREASURER), KATRINA PLEVA (TREASURER), KATRINA		015 - CHASE CHECKING GEN FUND... 253-701 - Wages & School Col.	1,383.33	1,218.72
						1,383.33	1,218.72
Paycheck	07/14/2021	ACH	SCHAUB (TRUSTEE), RONALD J SCHAUB (TRUSTEE), RONALD J		015 - CHASE CHECKING GEN FUND... 101-701 - Adm Wages	100.00	92.35
						100.00	92.35
Paycheck	07/14/2021	ACH	SCHWANTES (SUPERVISOR), JAMES SCHWANTES (SUPERVISOR), JAMES		015 - CHASE CHECKING GEN FUND... 171-701 - Adm Wages	891.87	785.56
						891.87	785.56
Check	08/14/2021	eft	CHASE BANK CHASE BANK	Service Charges for Month of May Service Charges for Month of May	015 - CHASE CHECKING GEN FUND... 101-855 - Miscellaneous	25.00	25.00
						25.00	25.00
Liability Check	06/20/2021	EFT	United States Treasury	38-2297948	015 - CHASE CHECKING GEN FUND...		1,038.00
						0.00	1,038.00
Check	07/07/2021	5409	Joseph Flees	Deposit refund for hall rental June 2021	015 - CHASE CHECKING GEN FUND...		100.00
						0.00	100.00
Check	07/14/2021	5410	OLSON, BZDOK & HOWARD, P.C. OLSON, BZDOK & HOWARD, P.C.	5362-00M Legal fees for statements June 4 and July 7 2021	015 - CHASE CHECKING GEN FUND... 101-801 - Legal Fees	888.00	888.00
						698.00	698.00
Check	07/14/2021	5411	KCI KCI	Job # 160475 Summer 2022 Tax bills - process and mail	015 - CHASE CHECKING GEN FUND... 253-802 - Contracted Services	393.78	393.78
						393.78	393.78
Check	07/14/2021	5412	CEDAR AREA FIRE & RESCUE CEDAR AREA FIRE & RESCUE CEDAR AREA FIRE & RESCUE	2nd Qrt 2021 Operations and Capital Improvement Assessm... 2nd Qrt 2021 Operations Assessment 2nd Qrt Capital Improvement Assessment	015 - CHASE CHECKING GEN FUND... 338-801 - Administrative Fee 338-801 - Administrative Fee	53,284.35 5,021.07	58,305.42
						58,305.42	58,305.42
Check	07/14/2021	5413	SHANNON ROUTZAHN SHANNON ROUTZAHN	June Hall Clearing June Hall Clearing	015 - CHASE CHECKING GEN FUND... 265-760 - Janitorial Services	50.00	50.00
						50.00	50.00
Check	07/14/2021	5414	BRIAN BOOTH BRIAN BOOTH BRIAN BOOTH	Lawn Care Hall and Park May and June Lawn care for park May and June Lawn care for hall May and June	015 - CHASE CHECKING GEN FUND... 751-830 - Repairs & Maintenance 285-830 - Repairs & Maintenance	350.00 400.00	750.00
						750.00	750.00
Check	07/14/2021	5415	LEELANAU ENTERPRISE TRIBUNE LEELANAU ENTERPRISE TRIBUNE	adv 406, order 1437 order 1437	015 - CHASE CHECKING GEN FUND... 215-726 - Office Supplies/Software	65.32	65.32
						65.32	65.32
Check	07/14/2021	5416	CHERRYLAND ELECTRIC CO-OP CHERRYLAND ELECTRIC CO-OP	acct # 6311010 June 2021	015 - CHASE CHECKING GEN FUND... 265-920 - Utilities-Electric	35.78	35.78
						35.78	35.78
Check	07/14/2021	5417	CONSUMERS ENERGY CONSUMERS ENERGY	1000 0031 1456 June 2021	015 - CHASE CHECKING GEN FUND... 448-820 - Utilities-Electric	75.15	75.15
						75.15	75.15
Check	07/14/2021	5418	TIME WARNER CABLE	086220701	015 - CHASE CHECKING GEN FUND...		137.98
						0.00	137.98
Check	07/14/2021	5419	Both Chiles 1 Both Chiles 1	VOID VOID	015 - CHASE CHECKING GEN FUND... 215-726 - Office Supplies/Software	0.00 0.00	0.00
						0.00	0.00
Check	07/14/2021	5420	U.S. POSTAL SERVICE U.S. POSTAL SERVICE	8 rolls of stamps 8 rolls of stamps	015 - CHASE CHECKING GEN FUND... 253-726 - Office Supplies/Software	440.00	440.00
						440.00	440.00

Request for Reimbursement for Official Expenditures:

Travel/Merchandise/Services/Training

Date	(From-To) Purpose	Mileage
6/10	Trip line to Gov't Bld.	10.4
6/15	Take/Pick-up election equip for testing	10.4
		20.8 at .56 per mile

\$11.65

Date	Explain Purchases/ Services	Charges	Receipt Attached
6/8	QuickBooks Payroll	689.-	✓
6/19	election stamps ^(Ballot) mailing	187.50	✓
6/10	elec. stamps ^(Ballot) letters	154.00	✓

The undersigned certifies this voucher is correct:

Signature of Claimant

Clerk's Action:

approved

Date:

7/14/21

Email: clerk.centerville@gmail.com

Mail: Centerville Twn Clerk

5001 S French Rd., Cedar, MI 49621

Your QuickBooks Payroll payment receipt

1 message

Intuit Payroll Customer Service <no_reply@notifications.intuit.com> Tue, Jun 8, 2021 at 3:32 PM
Reply-To: Intuit.No Reply <reply-fef91278766500-98_HTML-159356410-95467-52239@notifications.intuit.com>
To: clerk.centerville@gmail.com



Payment receipt

Beth Chiles, thank you for your payment.

Customer account: *0410
Payment date: Jun 8, 2021
Payment total: \$689.00
Payment method: Credit card *6724
Reference #: P1-64717019

Payment details

Qty	Item	Payment
		(includes sales tax)
1	Intuit QuickBooks Payroll Annual	\$689.00
Total payment:		\$689.00

Purchase information

Billing address:
Centerville Township



CEDAR
2929 E BELLINGER RD
CEDAR, MI 49621-9548
(800)275-8777



LAKE LEELANAU
115 N SAINT JOSEPH ST
LAKE LEELANAU, MI 49653-8428
(800)275-8777

07/10/2021 03:32 PM

06/09/2021 11:44 AM

Product	Qty	Unit Price	Price
Far More Donuts	9	\$11.00	\$99.00
Heritage Donuts	2	\$11.00	\$22.00
Spread Donuts	3	\$11.00	\$33.00
Grand Total:			\$154.00

Product	Qty	Unit Price	Price
Co Hairstreak	250	\$0.75	\$187.50
Grand Total:			\$187.50

Credit Card Remitted
Card Name: VISA
Account #: XXXXXXXXXX06724
Approval #: 44262D
Transaction #: 318
AID: A0000000031010
AL: VISA CREDIT
PIN: Not Required

Credit Card Remitted
Card Name: VISA
Account #: XXXXXXXXXX06724
Approval #: 93192D
Transaction #: 083
AID: A0000000031010
AL: VISA CREDIT
PIN: Not Required

USPS is experiencing unprecedented volume increases and limited employee availability due to the impacts of COVID-19. We appreciate your patience.

Preview your Mail
Track your Packages
Sign up for FREE @
<https://informedelivery.usps.com>

All sales final on stamps and postage.
Refunds for guaranteed services only.
Thank you for your business.

Tell us about your experience.
Go to: <https://postalexperience.com/Pos>
or scan this code with your mobile device.



or call 1-800-410-7420.

UFN: 285160-0631
Receipt #: 840-54930549-1-2669944-1
Clerk: 7

USPS is experiencing unprecedented volume increases and limited employee availability due to the impacts of COVID-19. We appreciate your patience.

Preview your Mail
Track your Packages
Sign up for FREE @
<https://informedelivery.usps.com>

All sales final on stamps and postage.
Refunds for guaranteed services only.
Thank you for your business.

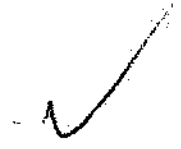
Tell us about your experience.
Go to: <https://postalexperience.com/Pos>
or scan this code with your mobile device.



or call 1-800-410-7420.

UFN: 285160-0612
Receipt #: 840-54930521-1-2129226-1
Clerk: 02

OLSON BZDOK & HOWARD, P.C.
 420 East Front Street
 Traverse City, MI 49686
 (231) 946-0044
 www.envlaw.com



CENTERVILLE TOWNSHIP
 5001 S. French Road
 Cedar MI 49621

Page: 1
 July 07, 2021
 CLIENT FILE NO: 5382-00M
 STATEMENT NO: 79

ATTN: Beth Chiles, Clerk

General Matters
 CONFIDENTIAL -
 ATTORNEY CLIENT COMMUNICATION

			HOURS	
06/04/2021	LBR	Consider and develop email to clients with next steps regarding Rogers zoning enforcement matter; call with T. Cypher regarding same.	2.10	294.00
06/10/2021	LBR	Call to T. Cypher regarding Rogers matter.	0.10	14.00
06/15/2021	LBR	Develop Letter to B. Rogers; email to clients regarding same.	0.50	70.00
		TOTAL HOURS CHARGED AND FEES	2.70	378.00
		TOTAL CURRENT FEES AND EXPENSES		378.00
		PREVIOUS BALANCE		\$308.00
		BALANCE DUE		<u>\$686.00</u>

PAST DUE AMOUNTS

<u>Stmnt Date</u>	<u>Stmnt #</u>	<u>Billed</u>	<u>Due</u>
06/04/2021	78	308.00	<u>308.00</u>
			308.00

not received - request copy 7/9/21

Payable by check to Olson, Bzdok & Howard (EIN 38-2843057)
 Past due statements are subject to monthly finance charges

**CENTERVILLE TOWNSHIP
5001 S FRENCH RD
CEDAR, MICHIGAN 49621**

SUPERVISOR
JAMES SCHWANTES
PHONE: 920-5204
Email: centerville-supervisor@gmail.com
TRUSTEE
DANIEL HUBBELL
PHONE: 228-6390
Email: dan@hubbellfarm.com

CLERK
ELIZABETH CHILES
PHONE: 620-2130
Email: clerk.centerville@gmail.com
TRUSTEE
RONALD SCHAUB
PHONE: 256-7127
Email: schaubron@yahoo.com

TREASURER
KATRINA PLEVA
PHONE: 228-5649 FAX: 228-6818
Email: centerville-twp-treasurer@gmail.com
ZONING ADMIN:
TIM CYPHER
CELL: 360-2557 FAX 256-7774
Email: tim@allpermits.com

Resolution 2021- 8

Adopted August 11, 2021

Centerville Township Federal Procurement Conflict of Interest Policy

I. Purpose

The purpose of this policy is to establish conflicts of interest guidelines that meet or exceed the requirements under state law and local policy when procuring goods (apparatus, supplies, materials, and equipment), services, and construction or repair projects paid for in part or whole by federal funds and required under 2 C.F.R. § 200.318(c)(1).

II. Policy

This policy applies when procuring goods (apparatus, supplies, materials, and equipment), services, and construction or repair projects funded in part or whole with federal financial assistance (direct or reimbursed). This policy also applies to any subrecipient of the funds. The employee responsible for managing the federal financial assistance award shall review the notice of award to identify any additional conflicts of interest prohibitions or requirements associated with the award, and shall notify all employees, officers, and agents, including subrecipients, of the requirements of this policy and any additional prohibitions or requirements.

A. Conflicts of Interest. In addition to the prohibition against self-benefiting from a public contract under Public Act 317 of 1968 and other applicable state law, no officer, employee, or agent of Centerville Township may participate directly or indirectly in the selection, award, or administration of a contract supported by a federal award if he or she has a real or apparent conflict of interest. A real or apparent conflict exists when any of the following parties has a financial or other interest in or receives a tangible personal benefit from a firm considered for award of a contract:

1. the employee, officer, or agent involved in the selection, award, or administration of a contract;
2. any member of his or her immediate family;
3. his or her partner; or
4. an organization which employs or is about to employ any of these parties.

Any officer, employee, or agent with an actual, apparent, or potential conflict of interest as defined in this policy shall report the conflict to his or her immediate supervisor. Any such conflict shall be disclosed in writing to the federal award agency or pass-through entity in accordance with applicable Federal awarding agency policy.

B. Gifts. In addition to the prohibition against accepting gifts and favors from vendors and contractors under state law, officers, employees, and agents of Centerville Township are prohibited from accepting or soliciting gifts, gratuities, favors, or anything of monetary value from contractors, suppliers, or parties to subcontracts. Items of nominal value valued at less than \$100.00, which fall into one of the following categories may be accepted:

1. promotional items;
2. honorariums for participation in meetings; or
3. meals furnished at banquets

Any officer, employee or agent who knowingly accepts an item of nominal value allowed under this policy shall report the item to his or her immediate supervisor.

III. Violation

Employees violating this policy will be subject to discipline up to and including termination. Contractors violating this policy will result in termination of the contract and may not be eligible for future contract awards.

Adoption of the foregoing resolution was moved by _____ and supported by _____.

Roll Call Vote: Chiles: ___ Hubbell: ___ Pleva: ___ Schaub: ___ Schwantes: ___

Vote Count: Yes: _ No: _

The Township Supervisor declared the resolution adopted.

James Schwantes, Supervisor

CERTIFICATION

I, Elizabeth Chiles, the duly elected and acting Clerk of Centerville Township hereby certify that the foregoing resolution was adopted by the township board at the regular meeting of said board held on February 3, 2021 at which meeting a quorum was present by a roll call vote of said members as herein before set forth.

Elizabeth Chiles, Clerk

Allowable Use #3: Revenue Loss Calculation

Example

- Base Year is FY 19 and revenue was **\$100**
- Growth rate to be used **4.1%**
- Measurement date is December 31, 2020 and have a June year end = **18 months**
- Actual revenue collected as of December 31, 2020 = **\$80**
- Calculation
 - $100 * [(1 + .041)^{\frac{18}{12}}]$
 - $100 * [(1.041)^{(1.5)}]$
 - $100 * 1.062 = \underline{\$106.20}$
- Loss for 2020
 - $\$106.20 - \$80 = \underline{\$26.20}$

9.402

**CENTERVILLE TOWNSHIP
Profit & Loss Budget vs. Actual
January through December 2020**

	Jan - Dec 20	Budget	\$ Over Budget	% of Budget
Income				
101-401 - Revenues				
401-402 - Property Taxes	69,082.51	63,718.00	5,364.51	108.4%
401-403 - Fire Operating 1.25 Mills	171,357.82	199,687.00	-28,329.18	85.8%
401-404 - P.L.T National Park	657.48	600.00	57.48	109.6%
401-451 - Zoning/Permits/Spills	5,475.00	0.00	5,475.00	100.0%
401-452 - PC Zoning (Site Plan Review)	0.00	0.00	0.00	0.0%
401-574 - State Shared Sales Tax Revenue	114,088.00	111,000.00	3,088.00	102.8%
401-575 - State Shared Metro Revenue	4,623.26	4,000.00	623.26	115.6%
401-607 - Tax Admin Fee	26,605.06	20,000.00	6,605.06	133.0%
401-651 - Charges for Services	3,515.00	3,400.00	115.00	103.4%
401-664 - Interest Earned	2,798.64	1,600.00	1,198.64	174.9%
401-668 - Rents & Royalties	40.00	0.00	40.00	100.0%
401-676 - Reimbursements	6,195.15	1,300.00	4,895.15	478.6%
Total 101-401 - Revenues	404,437.92	405,305.00	-867.08	99.8%
Expense				
101-101 - Township Board				
101-449 - Road Improvements	0.00	0.00	0.00	0.0%
101-701 - Adm Wages	2,325.00	2,300.00	25.00	101.1%
101-725 - Office Supplies	427.25	0.00	427.25	100.0%
101-801 - Legal Fees	777.50	-2,000.00	2,777.50	-38.9%
101-802 - Auditing Services	3,200.00	2,700.00	500.00	118.5%
101-900 - Printing & Publishing	2,366.87	1,800.00	566.87	131.5%
101-911 - Memberships & Dues	1,845.18	1,800.00	45.18	102.5%
101-955 - Miscellaneous	661.41	500.00	161.41	132.3%
101-101 - Township Board - Other	0.00	0.00	0.00	0.0%
Total 101-101 - Township Board	11,603.21	7,100.00	4,503.21	163.4%
101-171 - Township Supervisor				
171-701 - Adm Wages	10,199.99	10,200.00	-0.01	100.0%
171-726 - Office Supplies	520.45	100.00	420.45	520.5%
171-801 - Legal Fees	0.00	250.00	-250.00	0.0%
171-860 - Travel	89.29	200.00	-111.71	44.1%
171-955 - Miscellaneous	0.00	0.00	0.00	0.0%
171-960 - Education & Training	162.00	600.00	-438.00	27.0%
101-171 - Township Supervisor - Other	0.00	0.00	0.00	0.0%
Total 101-171 - Township Supervisor	10,970.73	11,350.00	-379.27	96.7%

CENTERVILLE TOWNSHIP
Profit & Loss Budget vs. Actual
April 2018 through March 2019

	Apr '18 - Mar '19	Budget	\$ Over Budget	% of Budget
Income				
101-401 - Revenues				
401-402 - Property Taxes	58,788.15	59,000.00	-211.85	99.6%
401-403 - Fire Operating 1.25 Mills	127,517.73	129,900.00	-2,382.27	98.2%
401-404 - PLT National Park	629.56	450.00	179.56	139.9%
401-451 - Zoning/Permits/Spills	6,905.00	3,500.00	3,405.00	197.3%
401-452 - PC Zoning (Site Plan Review)	0.00	0.00	0.00	0.0%
401-574 - State Shared Sales Tax Revenue	108,147.00	104,000.00	4,147.00	104.0%
401-575 - State Shared Metro Revenue	4,222.71	4,000.00	222.71	105.6%
401-607 - Tax Admin Fee	24,129.76	0.00	24,129.76	120.6%
401-651 - Charges for Services	4,108.99	3,400.00	708.99	120.9%
401-664 - Interest Earned	4,401.07	850.00	3,551.07	517.8%
401-668 - Rents & Royalties	0.00	100.00	-100.00	0.0%
401-676 - Reimbursements	0.00	2,500.00	-2,500.00	0.0%
Total 101-401 - Revenues	338,849.97	327,700.00	11,149.97	103.4%
3950 - Other Government Income	61.22	0.00	61.22	100.0%
Total Income	338,911.19	327,700.00	11,211.19	103.4%
Expense				
101-101 - Township Board				
101-449 - Road Improvements	27,235.12	27,235.12	0.00	100.0%
101-701 - Adm Wages	2,500.00	2,800.00	-300.00	89.3%
101-801 - Legal Fees	5,664.27	6,500.00	-835.73	87.1%
101-802 - Auditing Services	2,700.00	0.00	2,700.00	0.0%
101-900 - Printing & Publishing	799.59	1,200.00	-400.41	66.6%
101-911 - Memberships & Dues	1,726.98	1,700.00	26.98	101.6%
101-955 - Miscellaneous	854.49	500.00	354.49	170.9%
Total 101-101 - Township Board	41,480.45	39,935.12	1,545.33	103.9%
101-171 - Township Supervisor				
171-701 - Adm Wages	10,200.00	10,200.00	0.00	100.0%
171-726 - Office Supplies	0.00	100.00	-100.00	0.0%
171-801 - Legal Fees	9,215.60	10,200.00	-984.40	90.3%
171-860 - Travel	1,145	200.00	-188.55	5.7%
171-960 - Education & Training	109.02	400.00	-290.98	27.3%
Total 101-171 - Township Supervisor	19,536.07	21,100.00	-1,563.93	92.6%

186,300

CENTERVILLE TOWNSHIP

Profit & Loss Budget vs. Actual

April 2017 through March 2018

	Apr '17 - Mar '18	Budget	\$ Over Budget	% of Budget
Income				
101-401 - Revenues				
401-402 - Property Taxes	51,815.31	50,000.00	1,815.31	103.6%
401-403 - Fire Operating 1.25 Mills	98,568.21	100,000.00	-1,433.79	98.6%
401-404 - P.L.T National Park	925.02	0.00	925.02	100.0%
401-451 - Zoning/Permits/Spills	2,960.00	4,000.00	-1,040.00	74.0%
401-452 - PC Zoning (Site Plan Review)	750.00	0.00	750.00	0.0%
401-574 - State Shared Sales Tax Revenue	87,679.00	95,000.00	-7,321.00	92.3%
401-575 - State Shared Metro Revenue	4,131.98	3,500.00	631.98	118.1%
401-607 - Tax Admin Fee	21,909.40	20,000.00	1,909.40	109.5%
401-651 - Charges for Services	3,455.00	3,400.00	55.00	101.6%
401-664 - Interest Earned	1,979.63	850.00	1,129.63	232.9%
401-688 - Rents & Royalties	205.00	100.00	105.00	205.0%
401-676 - Reimbursements	915.96	1,500.00	-584.04	61.1%
Total 101-401 - Revenues	275,292.48	278,350.00	-3,057.52	98.9%
3950 - Other Government Income	44,181.69	0.00	44,181.69	0.0%
Total Income	319,474.17	278,350.00	41,124.17	114.8%
Expense				
101-101 - Township Board	0.00	0.00	0.00	0.0%
101-449 - Road Improvements	2,400.00	2,600.00	-200.00	92.3%
101-701 - Adm Wages	1,435.00	2,500.00	-1,075.00	57.0%
101-801 - Legal Fees	1,048.25	1,200.00	-151.75	87.4%
101-900 - Printing & Publishing	1,653.70	1,700.00	-46.30	97.3%
101-911 - Memberships & Dues	299.49	600.00	-300.51	59.9%
101-955 - Miscellaneous	0.00	0.00	0.00	0.0%
Total 101-101 - Township Board	6,826.44	8,500.00	-1,673.56	80.3%
101-171 - Township Supervisor	9,999.97	10,000.00	-0.03	100.0%
171-701 - Adm Wages	0.00	100.00	-100.00	0.0%
171-726 - Office Supplies	0.00	200.00	-200.00	0.0%
171-801 - Legal fees	194.22	100.00	94.22	194.2%
171-860 - Travel	784.98	200.00	584.98	392.5%
171-960 - Education & Training	0.00	0.00	0.00	0.0%
Total 101-171 - Township Supervisor	10,979.17	10,600.00	379.17	103.6%

CENTERVILLE TOWNSHIP
Profit & Loss Budget vs. Actual
April 2016 through March 2017

	Apr '16 - Mar '17	Budget	\$ Over Budget	% of Budget
Income				
101-401 - Revenues				
401-402 - Property Taxes	56,560.72	55,000.00	1,560.72	102.8%
401-403 - Fire Operating	94,145.04	70,000.00	24,145.04	134.5%
401-451 - Zoning/Permits/Sfills	1,775.00	5,000.00	-3,225.00	35.5%
401-574 - State Shared Sales Tax Revenue	98,211.00	95,000.00	3,211.00	103.4%
401-575 - State Shared Metro Revenue	4,249.86	3,200.00	1,049.86	132.8%
401-607 - Tax Admin Fee	20,430.28	22,000.00	-1,569.71	92.9%
401-651 - Charges for Services	3,432.50	3,400.00	32.50	101.0%
401-664 - Interest Earned	1,619.65	250.00	1,369.65	647.9%
401-668 - Rents & Royalties	95.00	200.00	-104.00	48.0%
401-676 - Reimbursements	1,530.85	1,000.00	530.85	153.1%
Total 101-401 - Revenues	282,050.91	255,050.00	27,000.91	110.6%
Expense				
101-101 - Township Board				
101-701 - Adm Wages	3,070.00	3,100.00	-30.00	99.0%
101-801 - Legal Fees	2,600.00	3,600.00	-1,000.00	72.2%
101-900 - Printing & Publishing	859.52	1,200.00	-340.48	71.6%
101-911 - Memberships & Dues	1,637.22	1,800.00	-162.78	91.0%
101-955 - Miscellaneous	1,246.44	1,300.00	-53.56	95.9%
Total 101-101 - Township Board	9,413.18	11,000.00	-1,586.82	85.6%
101-171 - Township Supervisor				
171-701 - Adm Wages	9,500.04	9,500.00	0.04	100.0%
171-726 - Office Supplies	0.00	300.00	-300.00	0.0%
171-801 - Legal fees	0.00	400.00	-400.00	0.0%
171-860 - Travel	90.42	200.00	-109.58	45.2%
171-955 - Miscellaneous	0.00	200.00	-200.00	0.0%
171-960 - Education & Training	149.00	0.00	149.00	100.0%
Total 101-171 - Township Supervisor	9,739.46	10,600.00	-860.54	91.9%
101-215 - Clerk				
215-701 - Wages	15,249.96	15,250.00	-0.04	100.0%
215-703 - Part Time Wages	82.50	500.00	-417.50	16.5%
215-726 - Office Supplies/Software	1,056.54	1,500.00	-443.46	70.4%
215-802 - Contracted Services	0.00	300.00	-300.00	0.0%
215-860 - Travel	28.16	200.00	-170.84	14.6%
101-215 - Clerk - Other	0.00			
Total 101-215 - Clerk	16,418.16	17,750.00	-1,331.84	92.5%

CENTERVILLE TOWNSHIP
Profit & Loss Budget vs. Actual
April 2015 through March 2016

	Apr '15	Mar '16	Budget	\$ Over Budget	% of Budget
Income					
101-401 - Revenues					
401-402 - Property Taxes	53,137.93	132,234	55,000.00	-1,862.07	96.6%
401-403 - Fire Operating 1.25 Mills	79,189.78		70,000.00	9,185.78	113.1%
401-451 - Zoning/Permits/Splits	5,645.00		2,000.00	3,645.00	282.3%
401-574 - State Shared Sales Tax Revenue	95,728.00	99,003	98,500.00	-2,772.00	97.2%
401-575 - State Shared Metro Revenue	3,275.17		3,500.00	-224.83	93.6%
401-607 - Tax Admin Fee	21,016.71	24,396.74	22,000.00	-983.29	96.5%
401-651 - Charges for Services	3,380.00		3,400.00	-20.00	99.4%
401-684 - Interest Earned	328.74		750.00	-421.26	43.8%
401-688 - Rents & Royalties	210.00		300.00	-90.00	70.0%
401-676 - Reimbursements	1,033.18		1,200.00	-166.82	86.1%
Total 101-401 - Revenues	262,940.51		256,650.00	6,290.51	102.5%
Expense					
101-101 - Township Board					
101-449 - Road Improvements	0.00		15,000.00	-15,000.00	0.0%
101-701 - Adm Wages	4,420.00		3,500.00	920.00	126.3%
101-801 - Legal Fees	249.35		10,000.00	-9,750.65	2.5%
101-900 - Printing & Publishing	1,258.37		1,200.00	58.37	104.9%
101-911 - Memberships & Dues	1,597.02		1,800.00	-202.98	88.7%
101-955 - Miscellaneous	261.46		700.00	-438.54	37.4%
Total 101-101 - Township Board	7,786.20		32,200.00	-24,413.80	24.2%
101-171 - Township Supervisor					
171-701 - Adm Wages	9,064.00		9,064.00	0.00	100.0%
171-726 - Office Supplies	0.00		300.00	-300.00	0.0%
171-801 - Legal fees	0.00		400.00	-400.00	0.0%
171-860 - Travel	0.00		200.00	-200.00	0.0%
171-955 - Miscellaneous	0.00		200.00	-200.00	0.0%
Total 101-171 - Township Supervisor	9,064.00		10,164.00	-1,100.00	89.2%
101-215 - Clerk					
215-701 - Wages	15,000.00		15,000.00	0.00	100.0%
215-703 - Part Time Wages	0.00		500.00	-500.00	0.0%
215-726 - Office Supplies/Software	1,467.23		1,500.00	-32.77	97.8%
215-802 - Contracted Services	0.00		0.00	0.00	0.0%
215-880 - Travel	0.00		300.00	-300.00	0.0%
215-960 - Education & Training	0.00		200.00	-200.00	0.0%
Total 101-215 - Clerk	16,467.23		17,500.00	-1,032.77	94.1%

The Interim Final Rule identifies a non-exclusive list of uses that address the effects of the COVID-19 public health emergency, including:

- *COVID-19 Mitigation and Prevention.* A broad range of services and programming are needed to contain COVID-19. Mitigation and prevention efforts for COVID-19 include vaccination programs; medical care; testing; contact tracing; support for isolation or quarantine; supports for vulnerable populations to access medical or public health services; public health surveillance (e.g., monitoring case trends, genomic sequencing for variants); enforcement of public health orders; public communication efforts; enhancement to health care capacity, including through alternative care facilities; purchases of personal protective equipment; support for prevention, mitigation, or other services in congregate living facilities (e.g., nursing homes, incarceration settings, homeless shelters, group living facilities) and other key settings like schools;⁴⁰ ventilation improvements in congregate settings, health care settings, or other key locations; enhancement of public health data systems; and other public health responses.⁴¹ They also include capital investments in public facilities to meet pandemic operational needs, such as physical plant improvements to public hospitals and health clinics or adaptations

DISTANCE
MITIGATION
↑

⁴⁰ This includes implementing mitigation strategies consistent with the Centers for Disease Control and Prevention's (CDC) Operational Strategy for K-12 Schools through Phased Prevention, *available at* <https://www.cdc.gov/coronavirus/2019-ncov/community/schools-childcare/operation-strategy.html>.

⁴¹ Many of these expenses were also eligible in the CRF. Generally, funding uses eligible under CRF as a response to the direct public health impacts of COVID-19 will continue to be eligible under the ARPA, including those not explicitly listed here (e.g., telemedicine costs, costs to facilitate compliance with public health orders, disinfection of public areas, facilitating distance learning, increased solid waste disposal needs related to PPE, paid sick and paid family and medical leave to public employees to enable compliance with COVID-19 public health precautions), with the following two exceptions: 1) the standard for eligibility of public health and safety payrolls has been updated (see details on page 20) and 2) expenses related to the issuance of tax-anticipation notes are no longer an eligible funding use (see discussion of debt service on page 44).

to public buildings to implement COVID-19 mitigation tactics. These COVID-19 prevention and mitigation programs and services, among others, were eligible expenditures under the CRF and are eligible uses under this category of eligible uses for the Fiscal Recovery Funds.⁴²

- *Medical Expenses.* The COVID-19 public health emergency continues to have devastating effects on public health; the United States continues to average hundreds of deaths per day and the spread of new COVID-19 variants has raised new risks and genomic surveillance needs.⁴³ Moreover, our understanding of the potentially serious and long-term effects of the virus is growing, including the potential for symptoms like shortness of breath to continue for weeks or months, for multi-organ impacts from COVID-19, or for post-intensive care syndrome.⁴⁴ State and local governments may need to continue to provide care and services to address these near- and longer-term needs.⁴⁵
- *Behavioral Health Care.* In addition, new or enhanced State, local, and Tribal government services may be needed to meet behavioral health needs exacerbated by the pandemic and respond to other public health impacts. These services include mental health treatment, substance misuse treatment, other behavioral health services, hotlines or

⁴² Coronavirus Relief Fund for States, Tribal Governments, and Certain Eligible Local Governments, 86 Fed. Reg. 4182 (Jan. 15, 2021), available at https://home.treasury.gov/system/files/136/CRF-Guidance-Federal-Register_2021-00827.pdf.

⁴³ Centers for Disease Control and Prevention, *supra* note 24.

⁴⁴ Centers for Disease Control and Prevention, Long-Term Effects (Apr. 8, 2021), <https://www.cdc.gov/coronavirus/2019-ncov/long-term-effects.html> (last visited Apr. 26, 2021).

⁴⁵ Pursuant to 42 CFR 433.51 and 45 CFR 75.306, Fiscal Recovery Funds may not serve as a State or locality's contribution of certain Federal funds.

STREAMLINED UPGRADE

Mitigating the impact of COVID-19, including taking actions to control its spread and support hospitals and health care workers caring for the sick, continues to require a major public health response from State, local and Tribal governments. New or heightened public health needs include COVID-19 testing, major expansions in contact tracing, support for individuals in isolation or quarantine, enforcement of public health orders, new public communication efforts, public health surveillance (e.g., monitoring case trends and genomic sequencing for variants), enhancement to health care capacity through alternative care facilities, and enhancement of public health data systems to meet new demands or scaling needs. State, local, and Tribal governments have also supported major efforts to prevent COVID-19 spread through safety measures at key settings like nursing homes, schools, congregate living settings, dense worksites, incarceration settings, and in other public facilities. This has included implementing infection prevention measures or making ventilation improvements in congregate settings, health care settings, or other key locations.

Disinfectant
improvements

Other response and adaptation costs include capital investments in public facilities to meet pandemic operational needs, such as physical plant improvements to public hospitals and health clinics or adaptations to public buildings to implement COVID-19 mitigation tactics. In recent months, State, local, and Tribal governments across the country have mobilized to support the national vaccination campaign, resulting in over 250 million doses administered to date.²⁵

The need for public health measures to respond to COVID-19 will continue in the months and potentially years to come. This includes the continuation of the vaccination campaign for the general public and, if vaccinations are approved for children in the future, eventually for

²⁵ Centers for Disease Control and Prevention, COVID Data Tracker: COVID-19 Vaccinations in the United States, <https://covid.cdc.gov/covid-data-tracker/#vaccinations> (last visited May 8, 2021).

Clean Water - Amtrak Cleanup

skilled labor that would minimize disruptions, such as those associated with labor disputes or workplace injuries.

To provide public transparency on whether projects are using practices that promote on-time and on-budget delivery, Treasury will seek information from recipients on their workforce plans and practices related to water, sewer, and broadband projects undertaken with Fiscal Recovery Funds. Treasury will provide additional guidance and instructions on the reporting requirements at a later date.

1. Water and Sewer Infrastructure

The ARPA provides funds to State, local, and Tribal governments to make necessary investments in water and sewer infrastructure.¹²⁵ By permitting funds to be used for water and sewer infrastructure needs, Congress recognized the critical role that clean drinking water and services for the collection and treatment of wastewater and stormwater play in protecting public health. Understanding that State, local, and Tribal governments have a broad range of water and sewer infrastructure needs, the Interim Final Rule provides these governments with wide latitude to identify investments in water and sewer infrastructure that are of the highest priority for their own communities, which may include projects on privately-owned infrastructure. The Interim Final Rule does this by aligning eligible uses of the Fiscal Recovery Funds with the wide range of types or categories of projects that would be eligible to receive financial assistance through the Environmental Protection Agency's (EPA) Clean Water State Revolving Fund (CWSRF) or Drinking Water State Revolving Fund (DWSRF).¹²⁶

¹²⁵ §§ 602(c)(1)(D), 603(c)(1)(D) of the Act.

¹²⁶ Environmental Protection Agency, Drinking Water State Revolving fund, <https://www.epa.gov/dwsrf> (last visited Apr. 30, 2021); Environmental Protection Agency, Clean Water State Revolving Fund, <https://www.epa.gov/cwsrf> (last visited Apr. 30, 2021).

Established by the 1987 amendments¹²⁷ to the Clean Water Act (CWA),¹²⁸ the CWSRF provides financial assistance for a wide range of water infrastructure projects to improve water quality and address water pollution in a way that enables each State to address and prioritize the needs of their populations. The types of projects eligible for CWSRF assistance include projects to construct, improve, and repair wastewater treatment plants, control non-point sources of pollution, improve resilience of infrastructure to severe weather events, create green infrastructure, and protect waterbodies from pollution.¹²⁹ Each of the 51 State programs established under the CWSRF have the flexibility to direct funding to their particular environmental needs, and each State may also have its own statutes, rules, and regulations that guide project eligibility.¹³⁰

*Can would Anne
Road Culvert full
under the requirement -
could it be
spent on
an
main
project?*

¹²⁷ Water Quality Act of 1987, P.L. 100-4.

¹²⁸ Federal Water Pollution Control Act as amended, codified at 33 U.S.C. §§ 1251 *et. seq.*, common name (Clean Water Act). In 2009, the American Recovery and Reinvestment Act created the Green Project Reserve, which increased the focus on green infrastructure, water and energy efficient, and environmentally innovative projects. P.L. 111-5. The CWA was amended by the Water Resources Reform and Development Act of 2014 to further expand the CWSRF's eligibilities. P.L. 113-121. The CWSRF's eligibilities were further expanded in 2018 by the America's Water Infrastructure Act of 2018, P.L. 115-270.

¹²⁹ See Environmental Protection Agency, The Drinking Water State Revolving Funds: Financing America's Drinking Water, EPA-816-R-00-023 (Nov. 2000), <https://nepis.epa.gov/Exec/ZyPDF.cgi/200024WB.PDF?Dockey=200024WB.PDF>; See also Environmental Protection Agency, Learn About the Clean Water State Revolving Fund, <https://www.epa.gov/cwsrf/learn-about-clean-water-state-revolving-fund-cwsrf> (last visited Apr. 30, 2021).

¹³⁰ 33 U.S.C. § 1383(c). See also Environmental Protection Agency, Overview of Clean Water State Revolving Fund Eligibilities (May 2016), https://www.epa.gov/sites/production/files/2016-07/documents/overview_of_cwsrf_eligibilities_may_2016.pdf; Claudia Copeland, Clean Water Act: A Summary of the Law, Congressional Research Service (Oct. 18, 2016), <https://fas.org/sgp/crs/misc/RL30030.pdf>; Jonathan L Ramseur, Wastewater Infrastructure: Overview, Funding, and Legislative Developments, Congressional Research Service (May 22, 2018), <https://fas.org/sgp/crs/misc/R44963.pdf>.

CENTERVILLE TOWNSHIP
Monthly Check Journal with Totals Sorted by Check#

July 14 thru Aug 11 2021

Type	Date	Num	Name	Memo	Account	Debit	Credit
Paycheck	08/11/2021		CHILES, BETH CHILES, BETH		015 - CHASE CHECKING GEN FUND... 215-701 - Wages	1,383.33 1,383.33	1,184.71 1,184.71
Paycheck	08/11/2021		HUBBELL (TRUSTEE), DANIEL HUBBELL (TRUSTEE), DANIEL HUBBELL (TRUSTEE), DANIEL		015 - CHASE CHECKING GEN FUND... 101-701 - Adm Wages 721-701 - Part Time Wages	100.00 0.00 100.00	82.35 82.35
Paycheck	08/11/2021		RAY (Deputy Clerk), PATRICIA G RAY (Deputy Clerk), PATRICIA G RAY (Deputy Clerk), PATRICIA G		015 - CHASE CHECKING GEN FUND... 262-701 - Wages-Part time 215-703 - Part Time Wages	0.00 100.00 100.00	78.10 78.10
Paycheck	08/11/2021		KROMBEEN (ASSESSOR), JULIE KROMBEEN (ASSESSOR), JULIE		015 - CHASE CHECKING GEN FUND... 257-701 - Wages	1,233.33 1,233.33	1,086.56 1,086.56
Paycheck	08/11/2021		PLEVA (TREASURER), KATRINA PLEVA (TREASURER), KATRINA		015 - CHASE CHECKING GEN FUND... 253-701 - Wages & School Col.	1,383.33 1,383.33	1,218.71 1,218.71
Paycheck	08/11/2021		SCHAUB (TRUSTEE), RONALD J SCHAUB (TRUSTEE), RONALD J		015 - CHASE CHECKING GEN FUND... 101-701 - Adm Wages	100.00 100.00	82.35 82.35
Paycheck	08/11/2021		SCHWANTES (SUPERVISOR), JAMES SCHWANTES (SUPERVISOR), JAMES		015 - CHASE CHECKING GEN FUND... 171-701 - Adm Wages	891.67 891.67	785.56 785.56
Paycheck	08/11/2021		RAY (Deputy Clerk), PATRICIA G RAY (Deputy Clerk), PATRICIA G RAY (Deputy Clerk), PATRICIA G		015 - CHASE CHECKING GEN FUND... 262-701 - Wages-Part time 215-703 - Part Time Wages	105.13 0.00 105.13	82.62 82.62
Check	08/04/2021	eft	CHASE BANK CHASE BANK	Service Charges for Month of July Service Charges for Month of July	015 - CHASE CHECKING GEN FUND... 101-955 - Miscellaneous	25.00 25.00	25.00 25.00
Check	08/11/2021	EFT	United States Treasury		015 - CHASE CHECKING GEN FUND...	0.00	869.60
Paycheck	08/11/2021	5423	DONALDSON (ELECTIONS), LAURIE M DONALDSON (ELECTIONS), LAURIE M		015 - CHASE CHECKING GEN FUND... 262-701 - Wages-Part time	250.75 250.75	231.58 231.58
Paycheck	08/11/2021	5424	Kuhn, Debra Kuhn, Debra		015 - CHASE CHECKING GEN FUND... 262-701 - Wages-Part time	108.75 108.75	100.43 100.43
Paycheck	08/11/2021	5425	MILLIRON (DEPUTY TREAS), TESHA MILLIRON (DEPUTY TREAS), TESHA		015 - CHASE CHECKING GEN FUND... 253-703 - Part Time Wages	80.00 80.00	73.88 73.88
Paycheck	08/11/2021	5428	Novak, Carol Novak, Carol		015 - CHASE CHECKING GEN FUND... 262-701 - Wages-Part time	105.13 105.13	87.09 87.09
Paycheck	08/11/2021	5427	PLEVA, LAURYN PLEVA, LAURYN		015 - CHASE CHECKING GEN FUND... 262-701 - Wages-Part time	20.00 20.00	18.47 18.47
Paycheck	08/11/2021	5428	Rose, Janet E Rose, Janet E		015 - CHASE CHECKING GEN FUND... 262-701 - Wages-Part time	108.75 108.75	95.82 95.82
Paycheck	08/11/2021	5428	Yoder, Grace Yoder, Grace Yoder, Grace		015 - CHASE CHECKING GEN FUND... 262-701 - Wages-Part time 101-955 - Miscellaneous	232.00 13.44 245.44	227.88 227.88
Check	08/11/2021	5430	LEELANAU COUNTY EQUALIZATION D... LEELANAU COUNTY EQUALIZATION D...	Database Maintenance Annual Database Maintenance	015 - CHASE CHECKING GEN FUND... 253-802 - Contracted Services	719.00 719.00	719.00 719.00
Check	08/11/2021	5431	OLSON, BZDOK & HOWARD, P.C. OLSON, BZDOK & HOWARD, P.C.	client 5382-00M statement 80 Rogers issue discussion, preparation of admin warrant and aff...	015 - CHASE CHECKING GEN FUND... 101-801 - Legal Fees	392.00 392.00	392.00 392.00
Check	08/11/2021	5432	TIME WARNER CABLE	acct 086220701	015 - CHASE CHECKING GEN FUND...	0.00	137.98
Check	08/11/2021	5433	Joe Mosher Joe Mosher	reimbursement for MSU online class reimbursement for MSU class on Local Farm Economics Me...	015 - CHASE CHECKING GEN FUND... 721-960 - Education & Training	25.00 25.00	25.00 25.00
Check	08/11/2021	5434	LEELANAU ENTERPRISE TRIBUNE LEELANAU ENTERPRISE TRIBUNE LEELANAU ENTERPRISE TRIBUNE	Adv # 408 synopsis for June meeting PAT for August election	015 - CHASE CHECKING GEN FUND... 101-800 - Printing & Publishing 262-800 - Printing & Publishing	64.35 64.35 128.70	128.70 128.70
Check	08/11/2021	5435	BRIAN BOOTH BRIAN BOOTH BRIAN BOOTH	July lawn maint park lawn maintenance lawn maintenance	015 - CHASE CHECKING GEN FUND... 751-801 - Contracted Services 265-930 - Repairs & Maintenance	175.00 200.00 375.00	375.00 375.00

CENTERVILLE TOWNSHIP
Monthly Check Journal with Totals Sorted by Check#

July 14 thru Aug 11 2021

Type	Date	Num	Name	Memo	Account	Debit	Credit
Check	08/11/2021	5436	CHERRYLAND ELECTRIC CO-OP CHERRYLAND ELECTRIC CO-OP	acct 8311010 bill for July 21 through August 13	015 - CHASE CHECKING GEN FUND... 285-920 - Utilities-Electric	34.27	34.27
						34.27	34.27
Check	08/11/2021	5437	CONSUMERS ENERGY CONSUMERS ENERGY	1000 0031 1496 July	015 - CHASE CHECKING GEN FUND... 448-920 - Utilities-Electric	75.20	75.20
						75.20	75.20
Check	08/11/2021	5438	WILLIAMS AND BAY PORTABLE REST... WILLIAMS AND BAY PORTABLE REST...	inv 147732 service for May and June	015 - CHASE CHECKING GEN FUND... 751-801 - Contracted Services	194.02	194.02
						194.02	194.02
Check	08/11/2021	5439	SLEEPING BEAR COMPUTER CARE SLEEPING BEAR COMPUTER CARE	967335 network issues, install QB on Treasurer computer	015 - CHASE CHECKING GEN FUND... 293-726 - Office Supplies/Software	37.50	75.00
						37.50	75.00
Check	08/11/2021	5440	MICHIGAN TOWNSHIP ASSOCIATION MICHIGAN TOWNSHIP ASSOCIATION	Inv 62091 Class	015 - CHASE CHECKING GEN FUND... 215-960 - Education & Training	25.00	25.00
						25.00	25.00
TOTAL						8,246.30	8,541.68



James Schwantes <centervillesupervisor@gmail.com>

Repaving sugarloaf chalets

Sarah Allis <sarahallis228@gmail.com>
To: centervillesupervisor@gmail.com

Fri, Jul 30, 2021 at 7:37 PM

My name is Sarah Allis. My husband and I live at 4291 S. Hemlock Rd. We both believe we should NOT have to pay to repave our subdivision. These are public roads, isn't that what are taxes are for? I have many questions- Is \$665 an exact amount? Is that per lot? Does everyone that lives within this sub have to pay? Even if they're not part of the association? A good part of the reason the roads are torn up is because of the snow plows, at least in front of my house anyway. It makes no sense. I plan on talking to my neighbors and getting as many as I can to email and/or attend the August 11 meeting. This is not fair to the residents of this subdivision. Thank you for your time.

Sent from my iPhone



James Schwantes <centervillesupervisor@gmail.com>

Repaving sugarloaf chalets

James Schwantes <centervillesupervisor@gmail.com>

Sat, Jul 31, 2021 at 9:25 AM

To: Sarah Allis <sarahallis228@gmail.com>

Good morning Sarah. Thank you for your feedback. I will be sharing it with the rest of the township board. To answer your questions: 1) The \$665.00 is an estimate based on the preliminary figures we received from the Road Commission. The actual cost won't be known until the project is bid out early next year. The \$665.00 is a per parcel average. The actual assessment is determined by the frontage feet of each parcel, so will vary from parcel to parcel. The assessment district and the road project will include all parcels that are involved along and the streets that connect to Sugar Maple Rd from Townline to Eitzen. The Leelanau County Road Commission, which is funded by federal, state and county taxes, will cover 50%. Township, which gets its general funds from a local millage and state sales tax, will cover 25%. The assessment will cover 25% of the cost. If you have more questions please email me again. Best regards, Jim Schwantes

[Quoted text hidden]

--

Jim Schwantes
Supervisor, Centerville Township
5001 S French Rd
Cedar, MI 49621
231-920-5204



James Schwantes <centervillesupervisor@gmail.com>

Road paving in suger loaf subdivision

Saeid Elmi <s285@icloud.com>

Mon, Aug 2, 2021 at 8:59 AM

To: James Schwantes <centervillesupervisor@gmail.com>

Good Morning

We understand the county is making decisions on paving some of the roads in our subdivision and passing some of the expenses to the home owners. Is this going to be mandatory for owners to pay? We do not agree to pay for the road paving. Thanks

Cheers,

Saeid
2314996415



James Schwantes <centervillesupervisor@gmail.com>

Road paving in suger loaf subdivision

James Schwantes <centervillesupervisor@gmail.com>
To: Saeid Elmi <s285@icloud.com>

Mon, Aug 2, 2021 at 9:34 AM

Good morning Saeid,

I appreciate your feedback on this. I will forward it to the other board members. I am putting together a packet of all the comments received for next week's meeting. In answer to your specific question, the share of the cost for the residents will be assessed through a special assessment and would be part of the property tax bill. The township is asking the road commission to spread the pay back out over 3 years. Until now the discussion has been to do it over 2 years. Also we are looking into splitting it further by collecting portions on both summer and winter collections. If all this works out it would stretch the assessment over 6 payments, and hopefully help folks with budgeting for it.

Best regards,

Jim

[Quoted text hidden]

--

Jim Schwantes
Supervisor, Centerville Township
5001 S French Rd
Cedar, MI 49621
231-920-5204



James Schwantes <centervillesupervisor@gmail.com>

Sugar Loaf Chalet Road Project

Maria <mariahooper2000@yahoo.com>

Thu, Jul 22, 2021 at 3:43 PM

To: James Schwantes <centervillesupervisor@gmail.com>

That's a very encouraging report as far as we're concerned Jim. We need to get this project in the pipeline, before the costs rise again. As you said, even these numbers are subject to change.

You can put us in "we're in" category.

Thanks.

Dave & Maria Hooper

Sent from my iPad

[Quoted text hidden]



James Schwantes <centervillesupervisor@gmail.com>

Township Board Meeting, Wednesday, July 14 at 7PM and other info

James Schwantes <centervillesupervisor@gmail.com>
To: Maria <mariahoooper2000@yahoo.com>

Sat, Jul 10, 2021 at 7:35 PM

Hi Dave,

There is no question that the Chalet streets need rebuilding. Your Township Board totally agrees. The issue is available funds in the township coffers. Brendan, the new LCRC manager is really trying to get this figured out. The Board thought we would be doing the project next year, until that new cost was presented. Part of the issue is that the situation gets worse the longer the project gets delayed and that is part of the reason the new cost was so high. Stay tuned and stay in touch.

Jim

[Quoted text hidden]



James Schwantes <centervillesupervisor@gmail.com>

Sugar Loaf Chalet Road Project

Susan Schmidt <sabbottschmidt@gmail.com>

Sat, Jul 24, 2021 at 5:37 PM

To: James Schwantes <centervillesupervisor@gmail.com>

Hi Jim,

I told you when I first heard about it, not to wait on this Sugar Loaf Chalets roads project because I have not known prices to go down, except for very unusual circumstances.

So I am all for doing it ASAP. Further waiting is no good. The price has already Doubled what we were previously told. Please get on with it! The road is in terrible shape and will be worse after another winter.

This is my feedback.

Susan Schmidt

[Quoted text hidden]



James Schwantes <centervillesupervisor@gmail.com>

Sugar Loaf Chalet Road Project

Tom Ulrich <tomphulery@hotmail.com>
To: James Schwantes <centervillesupervisor@gmail.com>

Thu, Jul 22, 2021 at 10:51 AM

Full support from the Ulrich-Kellogg family!!

From: James Schwantes <centervillesupervisor@gmail.com>
Sent: Thursday, July 22, 2021 10:29 AM
Subject: Sugar Loaf Chalet Road Project

[Quoted text hidden]



James Schwantes <centervillesupervisor@gmail.com>

Sugar Loaf Chalet Road Project

Daisy May <chcp49621@yahoo.com>

Thu, Jul 22, 2021 at 4:41 PM

To: James Schwantes <centervillesupervisor@gmail.com>

I'm all in! This is desperately needed and won't get any cheaper in the future. Since I have 2 lots I will be paying more than most. Obviously spreading it to 3 yrs. would be better than 2 and easier for some to pay. This will only increase everyone's property value and be a tremendous improvement.

Look forward to hearing it's a go!

Cheryl Parker

[Quoted text hidden]



James Schwantes <centervillesupervisor@gmail.com>

Chalet paving

dennis palmer <palmer.dennis@gmail.com>
To: James Schwantes <centervillesupervisor@gmail.com>

Thu, Aug 5, 2021 at 11:14 AM

Jim,

If you can forward me the process for zooming next week's meeting, I'll try to make this statement at that time. If I'm unable to connect, please read our position on the project (below)at the meeting.

Thanks,

Dennis & Chris Palmer
[2315 east red oak court](#)
[Cedar, mi 49621](#)

Township Board,

We have watched our roads deteriorate and crumble over the last 20 years due to lack of maintenance. Now we're being held responsible.

Are the roads the county's responsibility or the property owners?

The LCRC states that the chalets streets are residential , primarily for those that live here.

How is that different than the streets in Cedar or Maple City?

Are those residents being accessed road maintenance fees?

Road maintenance and upgrades should surely be the responsibility of the LCRC, paid for through the county tax structure like all public roads.

To have the home owners pay for this sets a dangerous precedent. When winter comes will there now be charges for snow removal?

We should not be held responsible for LCRC's poor budgetary skills or lack of planning for this. They've been ignoring the road conditions in this sub for years, with proper maintenance the repaving wouldn't even be necessary.

The cost per lot was presented as an estimate, we don't even know how much we're being asked to pay for this.

We are asking the board to not move forward with this project, if it cannot be accomplished without the assessment on the property owners.

Dennis & Chris Palmer
[2315 east red oak court](#)
[Cedar, mi 49621](#)

Get [Outlook](#) for iOS



James Schwantes <centervillesupervisor@gmail.com>

Sugar Loaf Chalet Road Project

Rolf Von Walthausen <pianowork@yahoo.com>
Reply-To: pianowork@yahoo.com
To: James Schwantes <centervillesupervisor@gmail.com>

Mon, Aug 2, 2021 at 11:33 AM

Hello Jim,

Thanks for your continued work and communication on this issue. I have not been able to attend township meetings so it is helpful to be kept informed in this way.

The tentative assessment figure sounds fair to us, especially given the recent rise in home/property values in the neighborhood (pre-dating the pandemic and most recent increase in home prices). We weren't sure if the tentative assessment would be in the \$100's or \$1,000's so this is welcome news, especially given the possibility of spreading out the assessment over a period of years.

One suggestion: perhaps folks could be given the option of paying the total amount in one lump sum rather than accruing interest over time.

In any case the repaving is necessary sooner than later, so anything that can be done in the meantime to expedite the process is appreciated! We are in support of the assessment and will be happy to speak in favor of its passage at the public hearing.

Thanks again,
Rolf von Wathausen

I respectfully acknowledge that I reside on the unceded territory and ancestral lands of the Anishinaabe people, and thank the Anishinaabe for allowing me to be here today.

On Thursday, July 22, 2021, 10:30:06 AM EDT, James Schwantes <centervillesupervisor@gmail.com> wrote:

[Quoted text hidden]



James Schwantes <centervillesupervisor@gmail.com>

Sugar Loaf Chalets Roads

2 messages

Cindy Landers <cindylynn13@yahoo.com>

Sun, Aug 1, 2021 at 10:34 PM

To: "centervillesupervisor@gmail.com" <centervillesupervisor@gmail.com>

To the Centerville Township Board & Supervisor,

We are writing to express our opposition to the plan to pass along a large portion of the cost of repaving the roads in the Sugar Loaf Chalets to the residents.

Taxpayers always share the cost of road improvements throughout their area, it's what our township and county money goes to.

We believe this sets a dangerous precedent by passing along the cost of a government responsibility to residents. What will be next?

This should be paid for with the government tax dollars we already pay to Leelanau County and Centerville Township. It would be different if we had bought into a private development knowing that the roads would be our responsibility. We believe the Leelanau County Road Commission should cover the cost of the roads, not the residents who did not expect to pay for these improvements when we bought our homes in a subdivision with county-maintained roads.

The money to repave our roads may be a burden for some homeowners, especially in these challenging times.

Cindy & Mike Landers
4340 S Beech Ct
Cedar, MI 49621

James Schwantes <centervillesupervisor@gmail.com>

Mon, Aug 2, 2021 at 9:37 AM

To: Cindy Landers <cindylynn13@yahoo.com>

Good morning Cindy and Mike,

I appreciate your feedback on the road project and will pass your comments along to the other board members. I am preparing a packet of all the comments received for next week's meeting.

Best regards,

Jim

[Quoted text hidden]

--

Jim Schwantes
Supervisor, Centerville Township
5001 S French Rd
Cedar, MI 49621
231-920-5204

Centerville Township
Zoning Administrator's
JULY 2021 Report

8/7/2021

To: Centerville Township Board & Planning Commission

From: *Timothy A. Cypher*

Land Use Permits Issued:	6	YEAR TO DATE	23
Signs / Renewal	0		
Single Family Residences (SFR)	0		
Additions to SFR	3		
Garages / Sheds	1		
Decks & Porches / Misc.	0		
Accessory Buildings	1		
Commercial Construction	0		
Stairs & Landings	0		
Agriculture related construction	1		
Demolitions / Change of Use	0		
Home Occupations	0		
Solar Array	0		
Z.B.A. proceedings	0	ANNUAL MTG. 8/18	0 INQUIRY
Special Land Use Permits	0		0 INQUIRY
Land Division/Property Line Adj.	0		1 INQUIRY
Private Roads / Driveways	0		0 INQUIRY
Zoning / Site Plan Reviews	0		1 INQUIRY
Construction Site Inspections	9		
Violations/Investigations	1	REVOKED AG EXEMPTION & LUP APPROVALS SEE NOTE ON MONTHLY SUMMARY. - ROGERS	

I also supplied information via 22 phone consultations & 14 via internet to Township residents&others

Please feel free to contact me with any questions.
tim@allpermits.com Phone 231-360-2557

CALLS - 13 ZONING QUESTIONS
1 LAND DIVISIONS/PLA
0 PRIVATE ROAD
1 SITE PLAN REVIEW
0 ZBA QUESTIONS
7 VIOLATIONS

CENTERVILLE TOWNSHIP Z A'S MONTHLY SUMMARY

PERIOD: JULY 2021

DATE	PERMIT #	NAME	USE	REC. #	CK.#	AMOUNT
7/10/2021	LUP 21-18	MOSIER	LAND USE	202118	1616	\$ 100.00
002-026-026-00	6811 S. GLAZIER BEACH	ACCESSORY BUILDING		2,604 S.F.		
7/10/2021	LUP 21-19	MOSS	LAND USE	202119	1339	\$ 165.00
002-450-175-00	2393 E. CHERRY LANE	NEW DWELLING ATT.GARAGE DECK PATIO		1,818 S.F.	BAL. PEND.	
7/22/2021	LUP 21-20	GOODENOW	LAND USE	202120	2152.2157	\$ 180.00
002-070-005-00	2867 E. SUGAR MAPLE DR	NEW DWELLING ATT.GARAGE DECK		2,236 S.F.		
7/24/2021	LUP 21-21	KIRT	LAND USE	202121	1236	\$ 100.00
002-019-007-00	5955 S. TOWNLINE ROAD	NEW AG BUILDING / LEAN TO		3,432 S.F.		
7/24/2021	LUP 21-22	AVERY	LAND USE	202122	27103	\$ 40.00
002-023-005-00	5055 S. CAMELOT DRIVE	STORAGE SHED		299 S.F.		
7/31/2021	LUP 21-23	TOENNIES	LAND USE	202123	1918	\$180.00
002-008-003-12	3496 S. SCHOMBERG RD	NEW DWELLING DECK - DET. ACCESSORY BLD		3,640 S.F.		

7/31/2021 MCI FINE 1901 **ROGERS** VIOLATION MCLVIO1901 **DELINQUENT 13 MONTHS**
 002-011-024-00 3780 S. LAKESHORE DR MCL VIOLATION FEE - MONTHLY UNTIL COMPLIANCE DETERMINED
CONSTRUCTION CODE OFFICE MET WITH OWNER STATING MUST COMPLY WITH TOWNSHIP
*****ZA FORWARDED INFORMATION TO ATTORNEY LEGAL OPINION TO BE RECEIVED BY LATE MARCH*****
THREE YEARS OF EFFORTS BY THE TOWNSHIP AND THE OWNER REFUSES TO COMPLY TO FINISH
***** ADMINISTRATIVE WARRANT FINISHED - MEETING MAGISTRATE - WAITING FOR DATE *****

TOTAL \$ 765.00

SIGNED:

TIMOTHY A. CYPHER

8/7/2021

TIMOTHY A. CYPHER
 CENTERVILLE TOWNSHIP ZONING ADMINISTRATOR
 231-360-2557

Centerville Township Policy for Continuing Education of
Appointed Board and Commission Members
Implemented July 10, 2019

1. All newly appointed members will complete a course in the duties and expectations of their respective appointed role.
 1. The course may be an online or an on-site course.
 2. The course needs to be completed within 3 months of the member's appointment.
 3. The course needs prior approval by either the commission chair or the township supervisor.

2. Members who have served in a continuing capacity shall complete a refresher course, or redo a basic course in the duties and expectations of their respective appointed roles every four years.
 1. The course may be an online or an on-site course.
 2. The course needs to be completed during the 4th year of the member's appointment.
 3. The course needs prior approval by either the commission chair or the township supervisor.

3. Planning Commission members will complete at least 6 hours of continuing education each calendar year and provide documentation of this activity to the commission chair.
 1. Continuing education can be in the form of attending workshops, completing online education modules, and reading books or articles. Other forms will be considered on an individual basis by the planning commission chair.
 2. Topics and formats do not require prior approval if the material would be generally recognized as relevant to planning commission activities. If a member is not sure about relevancy, check with the planning commission chair.
 3. Time spent during online modules and or in session at workshops will constitute the hours credited. 20 pages of reading material will constitute 1 hour of education time.
 4. Educational activity provided during the course of a planning commission meeting can count toward the 6 hours, but no more than 2 hours a year.
 5. Prior approval of workshop or online fees of \$100.00 or less is not required. Fees of more than \$100.00 require approval of the planning commission chair.
 6. Each member will annually provide to the planning commission chair documentation of their continuing education no later than the second week of January each year.
 - A) Documentation should include:
 - a) title of activity
 - b) date(s) of participation
 - c) hours to be credited (if this is written material, number of pages accounting for hours credited)
 - d) corroborating material such as registration acknowledgment, completion certificate, or a copy of title page of an article.
 - B) The planning commission chair will provide this documentation to the supervisor in late January.
 7. Any concerns the planning commission chair or the supervisor has about a member's continuing education record will be discussed with the member individually and privately.
 8. Continuing education will be one of the topics addressed during the supervisor's annual meeting with the planning commission at the commission's regular February meeting.

4. Board of Review members will annually complete a course on their duties and the current changes in the law and the State Tax Commission advisories prior to the March Board of Review.

Continuing Education Policy - page 2

5. Stipends for continuing education will be provided to all board and commission members.
 1. For the planning commission this stipend will be incorporated into calculating the per diem they receive for each meeting.
 - A) If the educational activity requires travel to and attending a workshop, the planning commissioner will be paid the meeting per diem and travel expenses as described in #3 and #4 below.
 2. For other board members the stipend will be as follows:
 - A) On-line or reading activities the stipend will be based on hours used for the activity reimbursed at an hourly rate set by the board of trustees.
 - B) Workshops will be reimbursed at the half-day per diem rate for up to 4 hours in session and a full day for more than 4 hours in session.
 3. Mileage for all travel will be paid at the rate set for by the board of trustees.
 4. Overnight hotel and meal reimbursement will be at the rate set for the board of trustees.

Centerville Roads PASER Record 2021										
2020 Township List of 5 highlighted	Date Visited	2020 Rating	Priority Score	Rating (20)	Priority Score (20)	Comments	Year of construction	Last year resurfaced	Township Cost	Yrs paid
Amore (Lakeshore to Popp)	08/09/21	3	10	4	8	.2 mi from 643 a 3. rest to Popp a 3.5		2018 - seal coat	\$0.00	
Bodus (Townline to Good Harbor)	08/09/21	7	3	8	0					
Bodus (Good Harbor to Schomberg)	08/09/21	7	3	7	0					
Bodus (Schomberg to French)	08/09/21	7	3	7	3	noted as 7-6		2001	\$58,500.00	2001
Cedarview	08/09/21	6	2	6	2	2018 repairs are still holding up				
Eltzen Road	08/09/21	8	0	8	0	noted as 7-5				
Gatzke (Townline to Good Harbor)	08/09/21	7	2	7	2	noted as 7-6				
Gatzke (Good Harbor to Schomberg)	08/09/21	7	2	7	2	noted as 6-7 west end needs patching, pot hole in center of north lane				
Gauthier	08/09/21	8	0	9	2			2020- wedge, seal coat	\$0.00	
Honke (Lakeshore to Lake)	08/09/21	6	2	7	1			2012	\$17,000.00	2012-13
Kabat (French to Galla)	08/09/21	8	2	7	2			2021 - seal coat	\$0.00	
Kabat (Galla to Lakeshore)	08/09/21	8	0	9	4	new culvert in 2018		2020- wedge, seal coat	\$0.00	
Overyly (Schomberg to gravel)	08/09/21	8	0	9	2			2020- wedge, seal coat	\$0.00	
Overyly (M22 to gravel)	08/09/21	4	4	5	3	goes from 6 to 4 from M22				
Popp (Amore to Lavassar)	08/09/21	8	0	9	2			2020- wedge, seal coat	\$0.00	
Rice	08/09/21	5	3	6	2	crumbling & potholes at intersection				
Rosinski (French to township line)	08/09/21	8	0	8	0	noted as 7-5		2018 - seal coat	\$0.00	
Schomberg (Overyly to Gauthier)	08/09/21	8	0	9	3			2020- wedge, seal coat	\$0.00	
Schomberg (Gauthier to Honke)	08/09/21	8	0	9	3			2020- wedge, seal coat	\$0.00	
Schomberg (Honke to Bodus)	08/09/21	7	1	8	0		1996-7	2018 - seal coat	\$18,310.45	2018
Schomberg (Bodus to Fabiszak)	08/09/21	8	0	7	0			2018 - seal coat	\$8,924.67	2018
Schomberg (Fabiszak to Popa Valley)	08/09/21	8	0	6	6		2008-10 (hill)	2021 Seal coat 2008 (north of hill)	\$0.00	2008-11
Schomberg (Popa Valley to Gatzke)	08/09/21	8	0	8	0		2010	2021 Seal coat	\$0.00	
Townline (Gatzke to Bodus)	08/09/21	8	0	7	2	8-6 south part sealed in recent past		2020- wedge, seal coat	\$0.00	
Townline (Bodus to Eltzen)	08/09/21	8	0	7	3	7-6 worse at Mountain Rd & Chalets		2020- wedge, seal coat	\$0.00	
Townline (Eltzen to M-22)	08/09/21	8	0	7	3	7-6 some edge break and patching		2020- wedge, seal coat	\$0.00	
Zelts (Schomberg to gravel)	08/09/21	5	3	6	1					
Marior Green	08/09/21	5	3	6	2					
Ski View	08/09/21	6	2	6	2	noted as 7-6 in 2020				
Sugar Loaf Chalets Roads	08/09/21	3	5	4	4	noted as 3-2				
2.7 miles CR 645 (French) & CR 620 (Honke)								2004	\$60,000.00	2004-5
Total township outlays 2001 through 2019									\$162,735.12	
						Primary Road Notes				
						French (645) sealcoated	2018			
						Good Harbor (651) sealcoated	2018			
						Honke (620) sealcoated French to Good Harbor (651)	2019 & 2020			

Priority Rating: Score points less than PASER 8 X. Use Factor

Use Factor: Township thru-road (3), Connector (2), No Outlet (1), Gravel (0)

Example: Amore: PASER points 4(8-4) X 2 (Connector) = 8 (Priority Score)