

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

SUPERVISOR  
JAMES SCHWANTES  
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ZONING ADMIN:  
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**AGENDA**

Wednesday October 12, 2022 7:00 PM

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. September 14, 2022 Regular Meeting Minutes
4. Township Financial Update
  1. Treasurer's Report
  2. Budget Report ending September 30, 2022
  3. Review Audit Report
  4. Reconciliation for September 2022
5. Invoices - Review and authorize payment
6. Clerk Report
7. Supervisor's Report
8. Board of Review
9. Zoning Administrator's Report
  1. Lake Shore Drive
  2. Ski View
  3. Changes in Administrative Duties
10. Planning Commission:
  1. Board member report
  2. Leelanau Pines Decision
  3. Consider stipend for unanticipated time expenditures
  4. Micro-Breweries amendment to Zoning Ordinance
  5. Next regular meeting: Monday, November 7, 2022 at 6:30PM
11. Zoning Board of Appeals
  1. Administrative update
  2. Consider Deb Kuhn as alternate member
12. Cedar Area Fire and Rescue Board
  1. Board member report
  2. Next regular meeting: Thursday, November 3, 2022 at 2:00PM
13. Board – Unfinished Business - none
14. Board – New business - none
15. County Commissioner Report
16. Upcoming Township Meetings:
  1. Next regular Board of Trustees Meeting: Wednesday, November 9, 2022 at 7:00PM
17. Public Comment
18. Motion to Adjourn

James Schwantes is inviting you to a scheduled Zoom meeting.

Topic: Township Board Meeting

Time: Oct 12, 2022 07:00 PM Eastern Time (US and Canada)

Join Zoom Meeting

<https://us02web.zoom.us/j/83418869638?pwd=VGMI TkpGTzR0dVBWZGowMkF6M3RxZz09>

Meeting ID: 834 1886 9638

Passcode: 304988

One tap mobile

+13126266799,,83418869638#,,,,\*304988# US (Chicago)

+16469313860,,83418869638#,,,,\*304988# US

Dial by your location

+1 312 626 6799 US (Chicago)

+1 646 931 3860 US

+1 929 205 6099 US (New York)

+1 301 715 8592 US (Washington DC)

+1 309 205 3325 US

+1 346 248 7799 US (Houston)

+1 386 347 5053 US

+1 564 217 2000 US

+1 669 444 9171 US

+1 669 900 6833 US (San Jose)

+1 719 359 4580 US

+1 253 215 8782 US (Tacoma)

Meeting ID: 834 1886 9638

Passcode: 304988

Find your local number: <https://us02web.zoom.us/j/83418869638>

**CENTERVILLE TWP TREASURER'S REPORT**  
As of September 30, 2022

**Account Balances:**

Chase Tax Fund Cking #9301  
 Chase HI Yield Savings #5793  
 Chase Business Savings #6868  
 Chase Commercial Cking #2769  
 Chase Business Cking #1613  
 Totals:

\$3,219.72  
 \$101,767.12  
 \$127,124.55 ARPA Funds\*\*\*  
 \$0.00  
 \$271,108.11  
**\$503,219.50**

<u>Receipts</u>	<u>Amount</u>	<u>From</u>	<u>Description</u>
#3169	\$5.23	Leelanau County	2021 Adj PRE Denial-Admin Fee
#3170	\$23,847.00	State of Michigan	Sales Tax Revenue-May/June 2022
#3171	\$5,841.17	K Pleva, Treasurer	2022 Summer Tax Coll.-Admin Fee
#3172	\$1,700.00	K Pleva, Treasurer via State of Michigan	State Ed Tax for State of MI-GL
#3173	\$3,167.87	K Pleva, Treasurer	2022 Summer Tax Coll.-Admin Fee
#3174	\$9.34	Chase Bank	Interest

## CENTERVILLE TOWNSHIP Profit & Loss Budget vs. Actual April through September 2022

	Apr - Sep 22	Budget	\$ Over Budget	% of Budget
<b>Ordinary Income/Expense</b>				
<b>Income</b>				
101-401 - Revenues				
401-402 - Property Taxes	2,415.96	64,654.00	-62,238.04	3.7%
401-403 - Fire Operating 1.25 Mills	7,212.90	269,342.00	-262,129.10	2.7%
401-404 - PILT National Park	683.06	600.00	83.06	113.8%
401-451 - Zoning/Permits/Splits	3,605.00	0.00	3,605.00	100.0%
401-452 - PC Zoning (Site Plan Review)	0.00	0.00	0.00	0.0%
401-574 - State Shared Sales Tax Revenue	66,100.00	119,000.00	-52,900.00	55.5%
401-575 - State Shared Metro Revenue	4,430.87	4,000.00	430.87	110.8%
401-607 - Tax Admin Fee	17,648.35	22,000.00	-4,351.65	80.2%
401-651 - Charges for Services	3,542.50	3,400.00	142.50	104.2%
401-664 - Interest Earned	222.77	500.00	-277.23	44.6%
401-668 - Rents & Royalties	33.00	0.00	33.00	100.0%
401-676 - Reimbursements	1,463.55	1,300.00	163.55	112.6%
101-401 - Revenues - Other	-81.77			
<b>Total 101-401 - Revenues</b>	<b>107,276.19</b>	<b>484,796.00</b>	<b>-377,519.81</b>	<b>22.1%</b>
<b>3950 - Other Government Income</b>	<b>0.00</b>	<b>107,495.00</b>	<b>-107,495.00</b>	<b>0.0%</b>
<b>Total Income</b>	<b>107,276.19</b>	<b>592,291.00</b>	<b>-485,014.81</b>	<b>18.1%</b>
<b>Expense</b>				
101-101 - Township Board				
101-449 - Road Improvements	0.00	81,328.00	-81,328.00	0.0%
101-701 - Adm Wages	1,875.01	3,500.00	-1,624.99	53.6%
101-726 - Office Supplies	2,947.00	600.00	2,347.00	491.2%
101-801 - Legal Fees	7,222.00	15,000.00	-7,778.00	48.1%
101-802 - Auditing Services	4,000.00	3,700.00	300.00	108.1%
101-900 - Printing & Publishing	1,006.90	1,200.00	-193.10	83.9%
101-911 - Memberships & Dues	2,034.12	2,000.00	34.12	101.7%
101-955 - Miscellaneous	893.46	500.00	393.46	178.7%
101-101 - Township Board - Other	622.02	0.00	622.02	100.0%
<b>Total 101-101 - Township Board</b>	<b>20,600.51</b>	<b>107,828.00</b>	<b>-87,227.49</b>	<b>19.1%</b>
101-171 - Township Supervisor				
171-701 - Adm Wages	5,350.01	10,700.00	-5,349.99	50.0%
171-726 - Office Supplies	74.17	100.00	-25.83	74.2%
171-801 - Legal fees	0.00	250.00	-250.00	0.0%
171-860 - Travel	6.14	200.00	-193.86	3.1%
171-955 - Miscellaneous	0.00	0.00	0.00	0.0%
171-960 - Education & Training	0.00	600.00	-600.00	0.0%
101-171 - Township Supervisor - Other	0.00	0.00	0.00	0.0%
<b>Total 101-171 - Township Supervisor</b>	<b>5,430.32</b>	<b>11,850.00</b>	<b>-6,419.68</b>	<b>45.8%</b>



**CENTERVILLE TOWNSHIP**  
**Profit & Loss Budget vs. Actual**  
 April through September 2022

	Apr - Sep 22	Budget	\$ Over Budget	% of Budget
<b>101-215 - Clerk</b>				
215-701 - Wages	8,299.98	16,600.00	-8,300.02	50.0%
215-703 - Part Time Wages	852.00	3,000.00	-2,148.00	28.4%
215-726 - Office Supplies/Software	488.63	1,500.00	-1,011.37	32.6%
215-802 - Contracted Services	755.90	1,300.00	-544.10	58.1%
215-860 - Travel	16.34	100.00	-83.66	16.3%
215-930 - computer services	130.00	300.00	-170.00	43.3%
215-960 - Education & Training	320.00	550.00	-230.00	58.2%
101-215 - Clerk - Other	0.00	0.00	0.00	0.0%
<b>Total 101-215 - Clerk</b>	<b>10,862.85</b>	<b>23,350.00</b>	<b>-12,487.15</b>	<b>46.5%</b>
<b>101-247 - Board of Review</b>				
247-703 - Part Time Wages	870.00	1,400.00	-530.00	62.1%
247-900 - Printing & Publishing	63.09	200.00	-136.91	31.5%
247-960 - Education & Training	0.00	600.00	-600.00	0.0%
101-247 - Board of Review - Other	0.00	0.00	0.00	0.0%
<b>Total 101-247 - Board of Review</b>	<b>933.09</b>	<b>2,200.00</b>	<b>-1,266.91</b>	<b>42.4%</b>
<b>101-253 - Treasurer</b>				
253-701 - Wages & School Col.	8,299.98	16,600.00	-8,300.02	50.0%
253-703 - Part Time Wages	120.00	2,400.00	-2,280.00	5.0%
253-726 - Office Supplies/Software	530.84	2,500.00	-1,969.16	21.2%
253-802 - Contracted Services	2,962.38	3,200.00	-237.62	92.6%
253-860 - Travel	0.00	300.00	-300.00	0.0%
253-930 - Computer Services	0.00	200.00	-200.00	0.0%
253-960 - Education & Training	0.00	200.00	-200.00	0.0%
101-253 - Treasurer - Other	0.00	0.00	0.00	0.0%
<b>Total 101-253 - Treasurer</b>	<b>11,913.20</b>	<b>25,400.00</b>	<b>-13,486.80</b>	<b>46.9%</b>
<b>101-257 - Assessor</b>				
257-701 - Wages	7,649.99	15,300.00	-7,650.01	50.0%
257-726 - Office Supplies/Software	0.00	800.00	-800.00	0.0%
257-802 - Contracted Services	4,74.81	0.00	4,74.81	100.0%
257-860 - Travel	0.00	200.00	-200.00	0.0%
257-900 - Printing & Publishing	35.10	1,000.00	-964.90	3.5%
257-960 - Education & Training	0.00	200.00	-200.00	0.0%
101-257 - Assessor - Other	0.00	0.00	0.00	0.0%
<b>Total 101-257 - Assessor</b>	<b>8,159.90</b>	<b>17,500.00</b>	<b>-9,340.10</b>	<b>46.6%</b>

## CENTERVILLE TOWNSHIP Profit & Loss Budget vs. Actual April through September 2022

	Apr - Sep 22	Budget	\$ Over Budget	% of Budget
<b>101-262 - Elections</b>				
262-701 - Wages-Part time	3,666.25	5,000.00	-1,333.75	73.3%
262-726 - Office Supplies	2,011.45	2,500.00	-488.55	80.5%
262-802 - Contractural Fees	533.00	1,200.00	-667.00	44.4%
262-860 - Travel	12.17	700.00	-687.83	1.7%
262-900 - Printing & Publishing	115.00	400.00	-285.00	28.8%
262-960 - Education & Training	0.00	800.00	-800.00	0.0%
101-262 - Elections - Other	0.00	0.00	0.00	0.0%
<b>Total 101-262 - Elections</b>	<b>6,337.87</b>	<b>10,600.00</b>	<b>-4,262.13</b>	<b>59.8%</b>
<b>101-265 - Township Hall</b>				
265-931 - Hall Upgrade	4,162.75	10,000.00	-5,837.25	41.6%
265-740 - Operating Supplies	0.00	500.00	-500.00	0.0%
265-760 - Janitorial Services	400.00	800.00	-400.00	50.0%
265-920 - Utilities-Electric	248.88	400.00	-151.12	62.2%
265-921 - Internet Services	689.90	1,700.00	-1,010.10	40.6%
265-922 - Utilities-Heat	1,078.04	1,350.00	-271.96	79.9%
265-930 - Repairs & Maintenance	2,041.36	4,900.00	-2,858.64	41.7%
101-265 - Township Hall - Other	0.00	0.00	0.00	0.0%
<b>Total 101-265 - Township Hall</b>	<b>8,620.93</b>	<b>19,650.00</b>	<b>-11,029.07</b>	<b>43.9%</b>
<b>101-336 - Fire Department</b>				
336-801 - Administrative Fee	117,175.56	256,443.32	-139,267.76	45.7%
336-970 - Fire Department - Other	0.00	525.00	-525.00	0.0%
336-971 - Fire Dept Sleeping Quarters	0.00	0.00	0.00	0.0%
336-975 - Future Vehicle Fund	0.00	0.00	0.00	0.0%
101-336 - Fire Department - Other	11,046.36	0.00	11,046.36	100.0%
<b>Total 101-336 - Fire Department</b>	<b>128,221.92</b>	<b>256,968.32</b>	<b>-128,746.40</b>	<b>49.9%</b>
<b>101-448 - Street Lighting</b>				
448-920 - Utilities-Electric	262.85	1,000.00	-737.15	26.3%
101-448 - Street Lighting - Other	126.00	0.00	126.00	100.0%
<b>Total 101-448 - Street Lighting</b>	<b>388.85</b>	<b>1,000.00</b>	<b>-611.15</b>	<b>38.9%</b>
<b>101-721 - Planning</b>				
721-701 - Part Time Wages	1,705.00	5,000.00	-3,295.00	34.1%
721-801 - Legal Fees & Professional	0.00	1,000.00	-1,000.00	0.0%
721-860 - Travel	0.00	200.00	-200.00	0.0%
721-900 - Printing & Publishing	135.81	300.00	-164.19	45.3%
721-960 - Education & Training	0.00	750.00	-750.00	0.0%
101-721 - Planning - Other	0.00	0.00	0.00	0.0%
<b>Total 101-721 - Planning</b>	<b>1,840.81</b>	<b>7,250.00</b>	<b>-5,409.19</b>	<b>25.4%</b>

**CENTERVILLE TOWNSHIP**  
**Profit & Loss Budget vs. Actual**  
 April through September 2022

	Apr - Sep 22	Budget	\$ Over Budget	% of Budget
101-722 - Zoning Board of Appeals				
722-701 - Part Time Wages	0.00	300.00	-300.00	0.0%
722-801 - Legal Fees	0.00	0.00	0.00	0.0%
722-860 - Travel	0.00	100.00	-100.00	0.0%
722-900 - Printing & Publishing	0.00	50.00	-50.00	0.0%
722-960 - Education & Training	0.00	300.00	-300.00	0.0%
101-722 - Zoning Board of Appeals - Other	0.00	0.00	0.00	0.0%
<b>Total 101-722 - Zoning Board of Appeals</b>	<b>0.00</b>	<b>750.00</b>	<b>-750.00</b>	<b>0.0%</b>
101-723 - Zoning Administrator				
723-701 - Contracted Services	6,000.00	12,000.00	-6,000.00	50.0%
723-726 - Office Supplies	0.00	0.00	0.00	0.0%
723-860 - Travel	0.00	0.00	0.00	0.0%
723-955 - Miscellaneous	0.00	1,500.00	-1,500.00	0.0%
723-960 - Education and Training	0.00	0.00	0.00	0.0%
101-723 - Zoning Administrator - Other	0.00	0.00	0.00	0.0%
<b>Total 101-723 - Zoning Administrator</b>	<b>6,000.00</b>	<b>13,500.00</b>	<b>-7,500.00</b>	<b>44.4%</b>
101-751 - Parks				
751-801 - Contracted Services	240.98	1,000.00	-759.02	24.1%
751-930 - Repairs & Maintenance	1,245.99	2,500.00	-1,254.01	49.8%
101-751 - Parks - Other	0.00	0.00	0.00	0.0%
<b>Total 101-751 - Parks</b>	<b>1,486.97</b>	<b>3,500.00</b>	<b>-2,013.03</b>	<b>42.5%</b>
101-851 - Insurance & Bonds				
851-955 - Insurance & Bonds	6,513.00	5,500.00	1,013.00	118.4%
101-851 - Insurance & Bonds - Other	0.00	0.00	0.00	0.0%
<b>Total 101-851 - Insurance &amp; Bonds</b>	<b>6,513.00</b>	<b>5,500.00</b>	<b>1,013.00</b>	<b>118.4%</b>
101-862 - FICA & Medicare Taxes	3,564.47	6,000.00	-2,435.53	59.4%
101-871 - Workers Compensation Insurance	0.00	800.00	-800.00	0.0%
101-880 - General Government Misc	0.00	0.00	0.00	0.0%
<b>Total Expense</b>	<b>220,874.69</b>	<b>513,646.32</b>	<b>-292,771.63</b>	<b>43.0%</b>
<b>Net Ordinary Income</b>	<b>-113,598.50</b>	<b>78,644.68</b>	<b>-192,243.18</b>	<b>-144.4%</b>
<b>Other Income/Expense</b>				
Other Income	12.36			
282-665 - Interest - ARPA	12.36			
<b>Total Other Income</b>	<b>24.72</b>			
<b>Net Other Income</b>	<b>12.36</b>	<b>0.00</b>	<b>12.36</b>	<b>100.0%</b>
<b>Net Income</b>	<b>-113,586.14</b>	<b>78,644.68</b>	<b>-192,230.82</b>	<b>-144.4%</b>



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5001 S FRENCH RD  
CEDAR, MICHIGAN 49621**

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**ZONING ADMIN:**  
TIM CYPHER  
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Email: tim@allpermits.com

## **MONTHLY RECONCILIATION REPORT**

**Wednesday October 12, 2022 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 of 2022. This review uses the monthly bank reconciliation as its guide to review the sample transactions. Prior to this meeting the Supervisor requested documentation on two deposits 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)





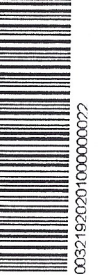
JPMorgan Chase Bank, N.A.  
 P O Box 182051  
 Columbus, OH 43218 - 2051

September 01, 2022 through September 30, 2022  
 Account Number: **000000861281613**

**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**

00032192 DRE 021 210 27822 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
<b>Beginning Balance</b>		<b>\$255,886.12</b>
Deposits and Additions	2	34,561.27
Checks Paid	15	-9,028.60
Electronic Withdrawals	10	-7,518.64
Fees	1	-25.00
<b>Ending Balance</b>	<b>28</b>	<b>\$273,875.15</b>

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
09/20	Remote Online Deposit 2	\$31,393.40
09/30	Remote Online Deposit 2	3,167.87
<b>Total Deposits and Additions</b>		<b>\$34,561.27</b>

**CHECKS PAID**

CHECK NO.	DESCRIPTION	DATE PAID	AMOUNT
8075 ^		09/15	\$235.50
8095 * ^		09/02	4,162.75
8098 * ^		09/21	218.76
8100 * ^		09/19	59.46
8101 ^		09/20	181.56
8102 ^		09/19	57.67
8103 ^	09/22	09/22	25.00
8104 ^		09/20	533.00
8105 ^		09/26	450.00

*Jim*

Chase QuickDeposit receipt

Date	Sep 20, 2022
Account number ending in	PLAT BUS CHECKING (...1613)
Deposit amount	\$31,393.40
Available balance <sup>1</sup>	\$243,702.00
Current balance <sup>2</sup>	\$275,095.40

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.

<sup>1</sup> 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."

<sup>2</sup> 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.

*JPM*

Chase QuickDeposit receipt

Date	Sep 30, 2022
Account number ending in	PLAT BUS CHECKING (...1613)
Deposit amount	\$3,167.87
Available balance <sup>1</sup>	\$270,707.28
Current balance <sup>2</sup>	\$273,875.15

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.

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PRESCRIBED BY BUREAU OF LOCAL GOVERNMENT SERVICES MICHIGAN DEPARTMENT OF TREASURY

**OFFICIAL RECEIPT**

**CENTERVILLE TOWNSHIP**  
CEDAR MICHIGAN  
LEELANAU COUNTY

No **3169**

DATE 9.20.22

RECEIVED FROM Leelanau Cty \$ 5.23

DOLLARS

FUND	ACCOUNT NO.	AMOUNT
Bws. Ching	#1613	5.23
	ck # 118743	

IN PAYMENT FOR

2021 Adjustment

PRE Denial

Admin. fee

K. Pleva

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 **3170**

DATE 9.20.22

RECEIVED FROM State of MI \$ 23,847.00

DOLLARS

FUND	ACCOUNT NO.	AMOUNT
Bws. Ching	#1613	23,847.00
	ck # 105731072	

IN PAYMENT FOR

Sales Tax Revenue

May / June 2022

K. Pleva

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 **3171**

DATE 9.19.22

RECEIVED FROM K. Pleva, Treas. \$ 5841.17

DOLLARS

FUND	ACCOUNT NO.	AMOUNT
Bws. Ching	#1613	5841.17
	ck # 5915	2352.90
	# 5323	3486.27

IN PAYMENT FOR

2022 Summer

Tax Collection

Admin. fee

K. Pleva

AUTHORIZED SIGNATURE



PRESCRIBED BY BUREAU OF LOCAL GOVERNMENT SERVICES MICHIGAN DEPARTMENT OF TREASURY

**OFFICIAL RECEIPT**

**CENTERVILLE TOWNSHIP**  
CEDAR MICHIGAN  
LEELANAU COUNTY

No **3172**

DATE 9.20.22

RECEIVED FROM K Pleva, Treas. via SOM \$ 1700.00

FUND	ACCOUNT NO.	AMOUNT
Bud. Chng	#1613	1700.00
	CL # 5319	

IN PAYMENT FOR Collecting SEI for SOM in SEI School District

600 parcels @ \$2.50/parcel  
K Pleva

DOLLARS

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

AUTHORIZED SIGNATURE

PRESCRIBED BY BUREAU OF LOCAL GOVERNMENT SERVICES MICHIGAN DEPARTMENT OF TREASURY

**OFFICIAL RECEIPT**

**CENTERVILLE TOWNSHIP**  
CEDAR MICHIGAN  
LEELANAU COUNTY

No **3173**

DATE 9.30.22

RECEIVED FROM K Pleva, Treasurer \$ 3167.87

FUND	ACCOUNT NO.	AMOUNT
Bud. Chng	#1613	3167.87
	CL # 5329	

IN PAYMENT FOR 2022 Summer Tax Collection

Admin. fee  
K Pleva

DOLLARS

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

AUTHORIZED SIGNATURE

PRESCRIBED BY BUREAU OF LOCAL GOVERNMENT SERVICES MICHIGAN DEPARTMENT OF TREASURY

**OFFICIAL RECEIPT**

**CENTERVILLE TOWNSHIP**  
CEDAR MICHIGAN  
LEELANAU COUNTY

No **3174**

DATE 9-30-22

RECEIVED FROM Chase Bank \$ 9.84

FUND	ACCOUNT NO.	AMOUNT
Bud. <del>Chng</del> Savings	#6604	5.19
"	#5793	4.15

IN PAYMENT FOR Interest

K Pleva

DOLLARS

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

AUTHORIZED SIGNATURE

## CENTERVILLE TOWNSHIP Monthly Check Journal with Totals Sorted by Check# September 2022

Type	Date	Num	Name	Memo	Account	Debit	Credit
Check	09/14/2022	8107	CHERRYLAND ELECTRIC CO-OP CHERRYLAND ELECTRIC CO-OP	acct 6311010 July 13 - Aug 13 2022	014 - CHASE CHECKING #1613 285-920 - Utilities-Electric	36.49	36.49
Check	09/14/2022	8108	GABRIDGE & COMPANY, PCL	Inv 7399301	014 - CHASE CHECKING #1613	36.49	36.49
Check	09/14/2022	8109	CONSUMERS ENERGY CONSUMERS ENERGY	acct 1000 0031 1496 August 2022	014 - CHASE CHECKING #1613 448-920 - Utilities-Electric	0.00	1,650.00
Check	09/14/2022	8110	OLSON, BZDOK & HOWARD, P.C. OLSON, BZDOK & HOWARD, P.C.	August 2022	014 - CHASE CHECKING #1613 101-901 - Legal Fees	68.80	68.80
Check	09/14/2022	8111	LEE LANAU ENTERPRISE TRIBUNE LEE LANAU ENTERPRISE TRIBUNE LEE LANAU ENTERPRISE TRIBUNE	Adv # 406 print July and Aug meeting synopsis and printing of same print Northgate public hearing notice	014 - CHASE CHECKING #1613 101-900 - Printing & Publishing 721-900 - Printing & Publishing	994.00	994.00
<b>TOTAL</b>						<b>10,180.22</b>	<b>18,380.31</b>

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

GENTERVILLE TOWNSHIP  
5001 S. French Road  
Cedar MI 49621

Page:  
September 08, 2022  
CLIENT FILE NO: 5382-00  
STATEMENT NO: 1

ATTN: Beth Chiles, Clerk

General Matters  
CONFIDENTIAL -  
ATTORNEY-CLIENT COMMUNICATION

			HOURS	
08/02/2022	LBR	Emails with mediator.	0.10	14.0
08/04/2022	LBR	Emails to opposing counsel; call with KLG regarding discovery; emails to client.	0.40	56.0
08/05/2022	LBR	Emails regarding schedule.	0.10	14.0
08/08/2022	LBR	Emails regarding Rogers matter; prepare for and participate in discovery hearing; follow-up email to client.	1.80	252.0
08/15/2022	ARH	Call w/ B. Chiles re: FOIA request and redacting/emailing letters re: same.	0.50	0.0
	LBR	Email to engineer.	0.10	14.0
08/17/2022	LBR	Review draft engineer's report; email to clients regarding same.	0.80	112.0
08/18/2022	LBR	Emails to mediator; consider and respond to client questions.	1.00	140.0
	ARH	Read over FOIA response and provide feedback.	0.10	0.0
08/22/2022	ARH	Finish FOIA response letter.	0.50	0.0
	LBR	Email to mediator.	0.10	14.0
08/24/2022	LBR	Email to CMB regarding motion to withdraw.	0.10	no charg
08/25/2022	LBR	Prepare for and participate in hearing regarding motion to withdraw; scheduling email.	1.20	168.0
08/26/2022	LBR	Prepare for and participate in conference call regarding mediation; email to clients and mediator regarding same.	0.50	70.0
08/30/2022	LBR	Prepare for and call with client to discuss expert report.	1.00	140.0
TOTAL HOURS CHARGED AND FEES			8.20	994.0
Total No Charge Hours			0.10	
TOTAL CURRENT FEES AND EXPENSES				994.0

ENTERVILLE TOWNSHIP

September 08, 2022  
CLIENT FILE NO: 5382  
STATEMENT NO:

General Matters  
CONFIDENTIAL -  
ATTORNEY CLIENT COMMUNICATION

PREVIOUS BALANCE

\$77

08/16/2022

Payment - Thank you

-77

**BALANCE DUE**

\$95

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



Date	Ref.No.	Transaction	Details	Debit	Credit
Balance Forward:					
8/16/2022	15856	Check	8071 July PAT ad	\$66.90	
8/31/2022	16071	Invoice	Meeting Synopsis 7/13/22		\$66.90
	8/4/2022	LE	136 Words	\$66.90	
		Ad Text:	Legal: Legals: Meeting Synopsis 7/13/22 Centerville Township Public Notice		
8/31/2022	16072	Invoice	Public Hearing / Northgate Leelanau Pines		\$66.90
	8/11/2022	LE	282 Words	\$66.90	
		Ad Text:	Legal: Legals: Public Hearing / Northgate Leelanau Pines CENTERVILLE TOWNSHIP		
8/31/2022	16073	Invoice	Synopsis 8/10/22 Meeting		\$66.90
	8/25/2022	LE	119 Words	\$66.90	
		Ad Text:	Legal: Legals: Synopsis 8/10/22 Meeting Centerville Township		
8/31/2022	16328	Invoice	copies		\$66.50
	8/30/2022	EP		\$51.50	
			Non-Taxable Work: copies		
	8/30/2022	EP		\$15.00	
			Labor: copies		

CENTERVILLE TOWNSHIP-BETH CHILES

Advertiser No: 406  
0.

AGING				
Current	1 - 30	31 - 60	61 - 90	91+
\$267.20	\$0.00	\$0.00	\$0.00	\$0.00

Balance Forward: \$66.90  
Debits: \$267.20  
Credits: \$66.90  
Amount Due: \$267.20

Please make checks payable to: Leelanau Enterprise  
A fee of 1.5% will be imposed on all balances past due.

Thank you for Advertising with our paper! We are glad you have entrusted us to assist you with marketing your business.

## CENTERVILLE TOWNSHIP Monthly Check Journal with Totals Sorted by Check# Sept 15 thru Oct 12 2022

Type	Date	Num	Name	Memo	Account	Debit	Credit
Paycheck	10/12/2022	ACH	BOOMER (REC SECRETARY), DANA BOOMER (REC SECRETARY), DANA		014 - CHASE CHECKING #1613 721-701 - Part Time Wages 101-955 - Miscellaneous	320.00 46.22	341.75
Paycheck	10/12/2022	ACH	RAY (Deputy Clerk), PATRICIA G RAY (Deputy Clerk), PATRICIA G		014 - CHASE CHECKING #1613 282-701 - Wages-Part time 215-703 - Part Time Wages	366.22 0.00 160.00	341.75 130.96
Paycheck	10/12/2022	ACH	CHILES, BETH CHILES, BETH		014 - CHASE CHECKING #1613 215-701 - Wages	160.00	130.96
Paycheck	10/12/2022	ACH	KROMBEEN (ASSESSOR), JULIE KROMBEEN (ASSESSOR), JULIE		014 - CHASE CHECKING #1613 257-701 - Wages	1,383.33 1,275.00	1,188.72 1,123.27
Paycheck	10/12/2022	ACH	PLEVA (TREASURER), KATRINA PLEVA (TREASURER), KATRINA		014 - CHASE CHECKING #1613 253-701 - Wages & School Col.	1,275.00 1,383.33	1,123.27 1,218.72
Paycheck	10/12/2022	ACH	SCHAUB (TRUSTEE), RONALD J SCHAUB (TRUSTEE), RONALD J		014 - CHASE CHECKING #1613 101-701 - Adm Wages	1,383.33 125.00	1,218.72 115.44
Paycheck	10/12/2022	ACH	SCHWANTES (SUPERVISOR), JAMES SCHWANTES (SUPERVISOR), JAMES		014 - CHASE CHECKING #1613 171-701 - Adm Wages	125.00 891.67	115.44 785.56
Check	10/12/2022	ACH	CYPHER GROUP, INC CYPHER GROUP, INC	September 2022 September 2022	014 - CHASE CHECKING #1613 723-701 - Contracted Services	1,000.00 1,000.00	1,000.00 1,000.00
Check	10/12/2022	ACH	Beth Chiles 1 Beth Chiles 1 Beth Chiles 1 Beth Chiles 1	stamps for ballot and 2nd ballot request mailings file folders mliaage to Staples and Leland PO	014 - CHASE CHECKING #1613 215-726 - Office Supplies/Software 215-726 - Office Supplies/Software 215-726 - Office Supplies/Software	1,000.00 486.03 18.01 11.82	1,000.00 495.86
Paycheck	10/12/2022	8112	DAMM (PC MEMBER), JAMIE DAMM (PC MEMBER), JAMIE DAMM (PC MEMBER), JAMIE DAMM (PC MEMBER), JAMIE		014 - CHASE CHECKING #1613 247-703 - Part Time Wages 722-701 - Part Time Wages 721-701 - Part Time Wages	495.86 0.00 0.00 340.00	495.86 313.99
Paycheck	10/12/2022	8113	JOHNSON (PC Chair), TIMOTHY P JOHNSON (PC Chair), TIMOTHY P		014 - CHASE CHECKING #1613 721-701 - Part Time Wages	340.00 400.00	313.99 369.40
Paycheck	10/12/2022	8114	KELLOGG, LINDY KELLOGG, LINDY		014 - CHASE CHECKING #1613 721-701 - Part Time Wages	340.00 340.00	313.98 313.98

Credit Column shows NET CHECK TOTALS

## CENTERVILLE TOWNSHIP Monthly Check Journal with Totals Sorted by Check# Sept 15 thru Oct 12 2022

Type	Date	Num	Name	Memo	Account	Debit	Credit
Paycheck	10/12/2022	8115	MOSHER, Joseph D MOSHER, Joseph D MOSHER, Joseph D		014 - CHASE CHECKING #1613 262-701 - Wages+Part time 247-703 - Part Time Wages 721-701 - Part Time Wages	0.00 0.00 340.00	299.54
Check	10/12/2022	8116	Margaret Steniantkowski Margaret Steniantkowski	reimbursement for towing reimbursement for towing - stuck in new dirt in driveway	014 - CHASE CHECKING #1613 265-930 - Repairs & Maintenance	340.00 148.71	299.54 148.71
Check	10/12/2022	8117	CHARTER COMMUNICATIONS	Inv 088220701100122	014 - CHASE CHECKING #1613	148.71	148.71
Check	10/12/2022	8118	BRIAN BOOTH BRIAN BOOTH BRIAN BOOTH	September 2022 September 2022 September 2022	014 - CHASE CHECKING #1613 265-930 - Repairs & Maintenance 751-930 - Repairs & Maintenance	0.00 250.00 200.00	275.96 450.00
Check	10/12/2022	8119	CHERRYLAND ELECTRIC CO-OP CHERRYLAND ELECTRIC CO-OP	acct 6311010 8-13-22 thru 9-13-22	014 - CHASE CHECKING #1613 265-920 - Utilities-Electric	450.00 35.27	450.00 35.27
Check	10/12/2022	8120	WILLIAMS AND BAY PORTABLE RESTROO... WILLIAMS AND BAY PORTABLE RESTROO...	Inv 1668888 Inv 1668888 - Aug and Sept 22	014 - CHASE CHECKING #1613 751-801 - Contracted Services	35.27 221.85	35.27 221.85
Check	10/12/2022	8121	GROBBEL ENVIRONMENTAL & PLANNING ... GROBBEL ENVIRONMENTAL & PLANNING ...	Statement # 2022-073 Leelanau Phes - Planning Services	014 - CHASE CHECKING #1613 721-801 - Legal Fees & Professional	221.85 500.00	221.85 500.00
Check	10/12/2022	8122	OLSON, BZDOK & HOWARD, P.C. OLSON, BZDOK & HOWARD, P.C.	client 5382-00M Rogers	014 - CHASE CHECKING #1613 101-801 - Legal Fees	500.00 1,106.00	500.00 1,106.00
Check	10/12/2022	8123	LEELANAU ENTERPRISE TRIBUNE LEELANAU ENTERPRISE TRIBUNE	Inv 17448 and 17441 Sept meeting synopsis	014 - CHASE CHECKING #1613 101-900 - Printing & Publishing	1,106.00 146.90	1,106.00 146.90
Check	10/12/2022	8124	GARRIDGE & COMPANY, PCL GARRIDGE & COMPANY, PCL	Inv 7339493 QB help - liability checks not showing on memorized report	014 - CHASE CHECKING #1613 215-960 - Education & Training	146.90 100.00	146.90 100.00
<b>TOTAL</b>						<b>11,209.14</b>	<b>10,681.88</b>

Credit Column shows NET CHECK TOTALS

Centerville Township  
Zoning Administrator's  
SEPTEMBER 2022 Report

10/9/2022

To: Centerville Township Board & Planning Commission

From: *Timothy A. Cypher*

Land Use Permits Issued:	2	YEAR TO DATE	19
Signs / RENEWALS	0		
Single Family Residences (SFR)	1		
Additions to SFR	0		
Garages / Sheds	0		
Decks & Porches / Misc.	0		
Accessory Buildings	1		
Commercial Construction	0		
Stairs & Landings	0		
Agriculture related construction	0		
Demolitions / Change of Use	0		
Home Occupations	0		
Solar Array	0		
Z.B.A. proceedings	0	0 INQUIRY	
<b>Special Land Use Permits</b>	1	LEELANAU PINES PENDING	1 INQUIRY
<b>Land Division/Property Line Adj.</b>	0		1 INQUIRY
<b>Private Roads / Driveways</b>	0		0 INQUIRY
<b>Zoning / Site Plan Reviews</b>	0		1 INQUIRY
<b>Construction Site Inspections</b>	4		
<b>Violations/Investigations</b>	1	REVOKED AG EXEMPTION & LUP APPROVALS SEE NOTE ON MONTHLY SUMMARY. - ROGERS	
		ONE INVESTIGATION ON BURNED OUT DWELLING IN SKI VIEW SUB. BUILDING SAFETY DENIED ACTION - PENDING FURTHER REVIEW	

I also supplied information via 46 phone consultations and 37 via internet to Township residents&others  
I attended the Planning Commission special meeting Public Hearing for Northgate ( Leelanau Pines )

CALLS - 19 ZONING QUESTIONS

Please feel free to contact me with any questions.

0 LAND DIVISIONS/PLA

[tim@allpermits.com](mailto:tim@allpermits.com)

Phone 231-360-2557

0 PRIVATE ROAD

23 SITE PLAN REVIEW

0 ZBA QUESTIONS

4 VIOLATIONS



CENTERVILLE TOWNSHIP Z A'S MONTHLY SUMMARY

PERIOD: SEPTEMBER 2022

DATE	PERMIT #	NAME	USE	REC. #	CK.#	AMOUNT
9/19/2022	LUP 22-18	LAING TRUST	LAND USE	202218	6253	\$ 165.00
002-023-001-45	5269 S. LAKE SHORE DR.	NEW DWELLING ATTACHED GARAGE DECK			2,296 S.F.	
9/24/2022	LUP 22-19	BENO	LAND USE	202219	7853	\$ 50.00
002-005-003-50	2171 RIDGE RUN	ACCESSORY BUILDING - DECK			603 S.F.	

9/30/2022 MCI FINE 1901 **ROGERS** VIOLATION MCLVIO1901 **DELINQUENT 27 MONTHS**  
002-011-024-00 3780 S. LAKESHORE DR MCL VIOLATION FEE - MONTHLY UNTIL COMPLIANCE DETERMINED  
**NOTE: LAWSUIT FILED ON 2/9/2022 - PENDING - NO NEW UPDATES FROM LAST MONTH**

TOTAL \$ 215.00

SIGNED:

TIMOTHY A. CYPHER

10/9/2022

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

**Building Enforcement | E22-0134**

**Property Information**

002-225-026-00      4585 S SKI VIEW CIR      Subdivision:  
CEDAR MI, 49621      Lot:      Block:

**Name Information**

Owner:      BOYADJIAN BRUCE L      Phone:  
Occupant:      Phone:  
Filer:      Phone:

**Enforcement Information**

Date Filed:      08/17/2022      Date Closed:      10/04/2022      Status:      Closed

Complaint:  
Complaint that after a fire the building is not safe.  
Last Action Date:      Last Inspection:      08/25/2022  
Last Action:

**Enforcement document Inspection | Charles Sessoms**

Status:      Completed      Result:      No Change  
Scheduled:      08/18/2022      Completed:      08/18/2022

**Comments:**

Scheduling Comment      8-17-22. Received complaint from Tim Cypher, Township Zoning Administrator that this structure is not safe after a fire occurred. Complaint also states that the building is vacant.

**Building Inspection Inspection | Charles Sessoms**

Status:      Completed      Result:      Partially Complied  
Scheduled:      08/18/2022      Completed:      08/18/2022

**Comments:**

Scheduling Comment      Follow up on complaint of unsafe and vacant structure after fire occurred.  
House is boarded up and roof is intact structure is stable, would recommend some caution tape and signage to keep people away until owner knows what they are going to do with the property

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**CENTERVILLE TOWNSHIP  
(LEELANAU COUNTY)  
CEDAR, MICHIGAN 49621  
October 12, 2022  
Resolution # 2022 – 5**

**Adoption by the Board of Trustees of the following changes to include Micro-Breweries in Section 9.6 of the Township Zoning Ordinance as recommended by the Township Planning Commission**

***Section 9.6 Wineries, Meaderies, Cideries and Micro-Breweries***

This section recognizes that wineries, meaderies, cideries, and micro-breweries meeting the provisions below are appropriate farm activities, encourage crop diversification and provide economic alternatives to township farmers. Wineries, meaderies, cideries, and micro-breweries are permitted provided:

1. The facility is licensed by the US Treasury, Bureau of Alcohol, Tobacco and Firearms, and the Michigan Liquor Control Commission, and is in compliance with the regulations of the Michigan Department of Agriculture and the Michigan Department of Natural Resources.
2. The lot area is one of the following:
  - a. at least ten (10) acres which shall include a minimum of two (2) acres in agricultural production intended to be used in the wine, cider, mead or beer, maintained in accordance with generally accepted management practices.
  - b. at least four (4) acres with an additional ten (10) acres of land contiguous to the facility lot which shall include a minimum of two (2) acres in agricultural production intended to be used in the wine, cider, mead or beer, maintained in accordance with generally accepted management practices.
3. Parking, buildings and processing areas shall be set back a minimum of fifty feet from all lot lines and shall be landscaped and visually screened from adjacent properties and buffered from adjacent roads. Adaptive reuse of existing buildings is encouraged.
4. A portion of the production of the facility shall be derived from agricultural production intended to be used in the wine, cider, mead or beer grown by the producer. The facility shall maintain a ratio of at least 4 acres of agricultural production intended to be used in the wine, cider, mead or beer, grown on premises to 5000 gallons of total production.
5. Total production does not exceed 178,000 gallons in any calendar year. Total on-site sales do not exceed 178,000 gallons in any calendar year.
6. The bonded structures may occupy no more than twenty thousand (20,000) square feet above ground.
7. Retail sales shall be limited to products produced on the premises and related items such as, but not limited to, corkscrews, glasses or tableware. The sales area shall not be greater than two thousand five hundred (2,500) square feet.
8. Where retail sales of product are a function of farm markets all requirements in the ordinance for farm markets must be met.



9. Activities associated with the promotion of product usage and education may be permitted. Typical activities are beverage appreciation/education seminars, non-profit benefits, weddings, beverage and catered food events, seasonal natural events, and harvest festivals. These activities may be permitted provided:

- a. Parking area must be off-road, fifty (50) feet from all lot lines, and appropriately screened from neighboring property. Light sources shall be directed downwards and shielded to prevent light being directed off the premises.
- b. The operator must have a written statement from the County Health Department indicating the maximum number of persons that can be accommodated with existing toilet facilities and additional portable toilets must be provided for any guests exceeding the aforementioned number.
- c. Outside activities may only be conducted between 8 am and 10 pm. Inside activities must be completed by 10:00 p.m.

Motion made by \_\_\_\_\_, seconded by \_\_\_\_\_ to adopt the foregoing resolution.

Roll call vote:

Chiles:            Hubbell:            Pleva:            Schaub:            Schwantes:

Upon roll call vote, the following voted aye: \_\_\_\_\_. The following voted nay: \_\_\_\_\_.

The Supervisor declared the motion carried and the resolution duly adopted on the 12<sup>th</sup> day of October, 2022.

\_\_\_\_\_  
Township Clerk