

**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 January 12, 2022 6:30 PM

Public Hearing regarding Cedar Area Roads Special Assessment District

Centerville Township Hall

Public may participate via Zoom

1. Call to Order
2. Review Agenda/Board Member Amendments or Additions/Approve Agenda
3. Remarks by the Supervisor
4. Public Testimony
5. Testimony submitted by mail entered into the record
6. Comments by members of the Township Board
7. Meeting adjourned by Supervisor

**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@hubbelfarm.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 January 12, 2022 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. December 8, 2021 Regular Meeting
4. Township Financial Update
  1. Treasurer's Report
  2. Quarterly Budget Report
    1. Amend budget for ARPA funds
  3. Reconciliation
  4. Leland Summer Tax Collection
5. Invoices - Review and authorize payment
6. Clerk Report
7. Correspondence/ Communication
8. Board of Review
9. Zoning Administrator's Report
  1. Lake Shore Drive
10. Planning Commission:
  1. Next regular meeting: Monday, February 7, 2022 at 6:30PM
11. Cedar Area Fire and Rescue Board
  1. Board member report
  2. Next regular meeting: Thursday, January 6, 2022 at 7:00PM
12. Board – Unfinished Business
  1. Chalet Roads – Resolution establishing CARSAD
  2. 2022-2023 Budget
13. Board – New business
  1. Hall maintenance
  2. Media upgrade for hall
  3. Schedule Annual Meeting and Budget Meeting
14. County Commissioner Report
15. Upcoming Township Meetings:
  1. Next regular Board of Trustees Meeting: Wednesday, February 2, 2022 at 7:00PM
16. Public Comment
17. Motion to Adjourn

**CENTERVILLE TWP TREASURER'S REPORT**  
As of December 31, 2021

**Account Balances:**

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

\$3,188.89  
 \$101,729.57  
 \$66,835.36 ARPA Funds  
 \$240,797.22  
\$412,551.04

<u>Receipts</u>	<u>Amount</u>	<u>From</u>	<u>Description</u>
#3116	\$100.00	Joseph Mosher	Land Division
#3117	\$64,830.92	K Pleva, Treas	Admin Fee-\$2419.72; Twp-\$15078.38;
#3118	\$470.00	Tim Cypher, ZA	Fire/Ambul-\$47332.82
#3119	\$29,657.01	K Pleva, Treas	Six Land Use Permits
			Admin Fee-\$1163.39; Twp-\$6886.87;
#3120	\$7.11	Chase Bank	Fire/Ambul-\$21606.75
			Interest

## CENTERVILLE TOWNSHIP

### Profit & Loss Budget vs. Actual

April through December 2021

	Apr - Dec 21	Budget	\$ Over Budget	% of Budget
<b>Income</b>				
101-401 - Revenues				
401-402 - Property Taxes	26,073.91	66,845.00	-40,771.09	39.0%
401-403 - Fire Operating 1.25 Mills	81,809.02	206,555.00	-124,745.98	39.6%
401-404 - PILLT National Park	666.78	600.00	66.78	111.1%
401-451 - Zoning/Permits/Splits	3,990.00	0.00	3,990.00	100.0%
401-452 - PC Zoning (Site Plan Review)	0.00	0.00	0.00	0.0%
401-574 - State Shared Sales Tax Revenue	85,754.00	115,000.00	-29,246.00	74.5%
401-575 - State Shared Metro Revenue	4,357.91	4,000.00	357.91	108.9%
401-507 - Tax Admin Fee	21,012.68	22,000.00	-987.32	95.5%
401-651 - Charges for Services	4,930.04	3,400.00	1,530.04	145.0%
401-664 - Interest Earned	35.20	1,600.00	-1,564.80	2.2%
401-666 - Rents & Royalties	389.00	0.00	389.00	100.0%
401-676 - Reimbursements	7,708.58	1,300.00	6,408.58	593.0%
<b>Total 101-401 - Revenues</b>	<b>236,727.12</b>	<b>421,300.00</b>	<b>-184,572.88</b>	<b>56.2%</b>
3950 - Other Government Income	66,831.00			
<b>Total Income</b>	<b>303,558.12</b>	<b>421,300.00</b>	<b>-117,741.88</b>	<b>72.1%</b>
<b>Expense</b>				
101-101 - Township Board				
101-449 - Road Improvements	0.00	0.00	0.00	0.0%
101-701 - Adm Wages	1,925.00	3,200.00	-1,275.00	60.2%
101-726 - Office Supplies	43.50	600.00	-556.50	7.3%
101-801 - Legal Fees	3,467.50	10,000.00	-6,532.50	34.7%
101-802 - Auditing Services	0.00	0.00	0.00	0.0%
101-900 - Printing & Publishing	784.12	1,200.00	-415.88	65.3%
101-911 - Memberships & Dues	1,976.55	1,950.00	26.55	101.4%
101-955 - Miscellaneous	245.36	500.00	-254.64	49.1%
101-101 - Township Board - Other	0.00	0.00	0.00	0.0%
<b>Total 101-101 - Township Board</b>	<b>8,442.03</b>	<b>17,450.00</b>	<b>-9,007.97</b>	<b>48.4%</b>
101-171 - Township Supervisor				
171-701 - Adm Wages	7,983.36	10,700.00	-2,716.64	74.5%
171-726 - Office Supplies	81.20	100.00	-18.80	81.2%
171-801 - Legal fees	0.00	250.00	-250.00	0.0%
171-860 - Travel	21.84	200.00	-178.16	10.9%
171-960 - Education & Training	0.00	600.00	-600.00	0.0%
<b>Total 101-171 - Township Supervisor</b>	<b>8,086.40</b>	<b>11,850.00</b>	<b>-3,763.60</b>	<b>68.2%</b>

**CENTERVILLE TOWNSHIP**  
**Profit & Loss Budget vs. Actual**  
April through December 2021

	Apr - Dec 21	Budget	\$ Over Budget	% of Budget
<b>101-215 - Clerk</b>				
215-701 - Wages	12,562.13	16,600.00	-4,037.87	75.7%
215-703 - Part Time Wages	1,478.00	3,000.00	-1,522.00	49.3%
215-726 - Office Supplies/Software	587.50	1,500.00	-912.50	39.2%
215-802 - Contracted Services	1,889.00	1,300.00	589.00	145.3%
215-860 - Travel	45.69	100.00	-54.31	45.7%
215-930 - computer services	72.19	300.00	-227.81	24.1%
215-960 - Education & Training	396.33	550.00	-153.67	72.1%
101-215 - Clerk - Other	0.00	0.00	0.00	0.0%
<b>Total 101-215 - Clerk</b>	<b>17,030.84</b>	<b>23,350.00</b>	<b>-6,319.16</b>	<b>72.9%</b>
<b>101-247 - Board of Review</b>				
247-703 - Board of Review	855.00	1,400.00	-545.00	61.1%
247-900 - Printing & Publishing	166.67	200.00	-33.33	83.3%
247-960 - Education & Training	0.00	600.00	-600.00	0.0%
101-247 - Board of Review - Other	70.29			
<b>Total 101-247 - Board of Review</b>	<b>1,091.96</b>	<b>2,200.00</b>	<b>-1,108.04</b>	<b>49.6%</b>
<b>101-253 - Treasurer</b>				
253-701 - Wages & School Col.	12,383.31	16,600.00	-4,216.69	74.6%
253-703 - Part Time Wages	105.00	2,400.00	-2,295.00	4.4%
253-726 - Office Supplies/Software	1,750.03	2,500.00	-749.97	70.0%
253-802 - Contracted Services	2,591.91	3,200.00	-608.09	81.0%
253-860 - Travel	96.80	300.00	-203.20	32.3%
253-930 - Computer Services	34.68	200.00	-165.32	17.3%
253-960 - Education & Training	290.00	200.00	90.00	145.0%
<b>Total 101-253 - Treasurer</b>	<b>17,251.73</b>	<b>25,400.00</b>	<b>-8,148.27</b>	<b>67.9%</b>
<b>101-257 - Assessor</b>				
257-701 - Wages	11,099.97	15,000.00	-3,900.03	74.0%
257-726 - Office Supplies/Software	599.00	800.00	-201.00	74.9%
257-802 - Contracted Services	590.86	0.00	590.86	100.0%
257-860 - Travel	0.00	200.00	-200.00	0.0%
257-900 - Printing & Publishing	0.00	1,000.00	-1,000.00	0.0%
257-960 - Education & Training	0.00	200.00	-200.00	0.0%
<b>Total 101-257 - Assessor</b>	<b>12,289.83</b>	<b>17,200.00</b>	<b>-4,910.17</b>	<b>71.5%</b>

## CENTERVILLE TOWNSHIP

### Profit & Loss Budget vs. Actual

April through December 2021

	Apr - Dec 21	Budget	\$ Over Budget	% of Budget
<b>101-262 - Elections</b>				
262-701 - Wages-Part time	2,212.15	3,500.00	-1,287.85	63.2%
262-726 - Office Supplies	679.58	1,000.00	-320.42	68.0%
262-802 - Contractural Fees	0.00	1,100.00	-1,100.00	0.0%
262-860 - Travel	11.65	500.00	-488.35	2.3%
262-900 - Printing & Publishing	118.70	300.00	-181.30	39.6%
262-960 - Education & Training	0.00	500.00	-500.00	0.0%
<b>Total 101-262 - Elections</b>	<b>3,022.08</b>	<b>6,900.00</b>	<b>-3,877.92</b>	<b>43.8%</b>
<b>101-265 - Township Hall</b>				
265-931 - Hall Upgrade	0.00	10,000.00	-10,000.00	0.0%
265-740 - Operating Supplies	45.10	500.00	-454.90	9.0%
265-760 - Janitorial Services	451.18	800.00	-348.82	56.4%
265-920 - Utilities-Electric	341.41	400.00	-68.59	85.4%
265-921 - Internet Services	1,101.95	1,700.00	-598.05	64.8%
265-922 - Utilities-Heat	347.16	1,350.00	-1,002.84	25.7%
265-930 - Repairs & Maintenance	1,655.00	4,900.00	-3,245.00	33.8%
<b>Total 101-265 - Township Hall</b>	<b>3,941.80</b>	<b>19,650.00</b>	<b>-15,708.20</b>	<b>20.1%</b>
<b>101-336 - Fire Department</b>				
336-801 - Administrative Fee	174,916.26	233,221.68	-58,305.42	75.0%
336-970 - Fire Department - Other	395.00	525.00	-130.00	75.2%
<b>Total 101-336 - Fire Department</b>	<b>175,311.26</b>	<b>233,746.68</b>	<b>-58,435.42</b>	<b>75.0%</b>
<b>101-448 - Street Lighting</b>				
448-920 - Utilities-Electric	601.16	1,000.00	-398.84	60.1%
<b>Total 101-448 - Street Lighting</b>	<b>601.16</b>	<b>1,000.00</b>	<b>-398.84</b>	<b>60.1%</b>
<b>101-721 - Planning</b>				
721-701 - Part Time Wages	1,086.00	6,200.00	-5,116.00	17.2%
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	0.00	300.00	-300.00	0.0%
721-960 - Education & Training	25.00	750.00	-725.00	3.3%
101-721 - Planning - Other	54.35			
<b>Total 101-721 - Planning</b>	<b>1,144.35</b>	<b>8,450.00</b>	<b>-7,305.65</b>	<b>13.5%</b>

**CENTERVILLE TOWNSHIP**  
**Profit & Loss Budget vs. Actual**  
April through December 2021

	Apr - Dec 21	Budget	\$ Over Budget	% of Budget
<b>101-722 - Zoning Board of Appeals</b>				
722-701 - Part Time Wages	190.00	300.00	-110.00	63.3%
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%
<b>Total 101-722 - Zoning Board of Appeals</b>	<b>190.00</b>	<b>750.00</b>	<b>-560.00</b>	<b>25.3%</b>
<b>101-723 - Zoning Administrator</b>				
723-701 - Contracted Services	9,000.00	12,000.00	-3,000.00	75.0%
723-726 - Office Supplies	0.00	0.00	0.00	0.0%
723-860 - Travel	0.00	1,500.00	-1,500.00	0.0%
723-955 - Miscellaneous	0.00	0.00	0.00	0.0%
<b>Total 101-723 - Zoning Administrator</b>	<b>9,000.00</b>	<b>13,500.00</b>	<b>-4,500.00</b>	<b>66.7%</b>
<b>101-751 - Parks</b>				
751-801 - Contracted Services	727.32	1,000.00	-272.68	72.7%
751-930 - Repairs & Maintenance	1,274.80	2,500.00	-1,225.20	51.0%
<b>Total 101-751 - Parks</b>	<b>2,002.12</b>	<b>3,500.00</b>	<b>-1,497.88</b>	<b>57.2%</b>
<b>101-851 - Insurance &amp; Bonds</b>				
851-955 - Insurance & Bonds	5,118.00	5,500.00	-382.00	93.1%
<b>Total 101-851 - Insurance &amp; Bonds</b>	<b>5,118.00</b>	<b>5,500.00</b>	<b>-382.00</b>	<b>93.1%</b>
<b>101-862 - FICA &amp; Medicare Taxes</b>	3,951.59	6,000.00	-2,048.41	65.9%
<b>101-871 - Workers Compensation Insurance</b>	760.00	800.00	-40.00	95.0%
<b>101-880 - General Government Misc</b>	663.79			
<b>Total Expense</b>	<b>269,798.94</b>	<b>397,246.88</b>	<b>-127,447.74</b>	<b>67.9%</b>
<b>Net Income</b>	<b>33,759.18</b>	<b>24,053.32</b>	<b>9,705.86</b>	<b>140.4%</b>

**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 January 12, 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 December 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 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 the 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

December 01, 2021 through December 31, 2021

Account Number: **000000771382769**

00024708.DRE 021 210 00522 NNNNNNNNNN 1.000000000 D2 0000

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

**CUSTOMER SERVICE INFORMATION**

Web site: [www.Chase.com](http://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**



**CHECKING SUMMARY**

Chase Platinum Business Checking

	INSTANCES	AMOUNT
<b>Beginning Balance</b>		<b>\$157,800.25</b>
Deposits and Additions	2	95,057.93
Checks Paid	16	-4,554.71
Electronic Withdrawals	8	-6,434.21
Fees	1	-25.00
<b>Ending Balance</b>	<b>27</b>	<b>\$241,844.26</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
12/24	Remote Online Deposit 2	\$64,930.92
12/30	Remote Online Deposit 2	30,127.01
<b>Total Deposits and Additions</b>		<b>\$95,057.93</b>

**CHECKS PAID**

CHECK NO.	DESCRIPTION	DATE PAID	AMOUNT
5466 ^		12/02	\$375.00
5471 * ^		12/01	200.00
5475 * ^		12/02	375.00
5476 ^		12/09	290.00
5477 ^		12/20	464.00
5478 ^		12/08	424.13
5480 * ^		12/16	73.88
5481 ^		12/14	175.46
5482 ^		12/13	70.48

**CHASE** *for* BUSINESS  
Printed from Chase for Business

Jim

Date	Dec 24, 2021
Account number ending in	PLAT BUS CHECKING (...2769)
Deposit amount	\$64,930.92
Available balance <sup>1</sup>	\$146,940.08
Current balance <sup>2</sup>	\$211,871.00

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.

**CHASE** for BUSINESS  
Printed from Chase for Business

Jim

Date	Dec 30, 2021
Account number ending in	PLAT BUS CHECKING (...2769)
Deposit amount	\$30,127.01
Available balance <sup>1</sup>	\$211,871.00
Current balance <sup>2</sup>	\$241,998.01

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.

PRESCRIBED BY BUREAU OF LOCAL GOVERNMENT SERVICES MICHIGAN DEPARTMENT OF TREASURY

**OFFICIAL  
RECEIPT**

**CENTERVILLE TOWNSHIP  
CEDAR MICHIGAN  
LEELANAU COUNTY**

No **3116**

DATE 10-24-01

RECEIVED FROM Joseph Mosher \$ 100.00

DOLLARS

FUND	ACCOUNT NO.	AMOUNT
<u>Gen. Fund</u>	<u>#2709</u>	<u>100.00</u>

IN PAYMENT FOR \_\_\_\_\_  
fund Division  
 \_\_\_\_\_  
 \_\_\_\_\_  
K. Plunk  
 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 **3117**

DATE 10-24-01

RECEIVED FROM K. Plunk, Treasurer \$ 64,830.92

DOLLARS

FUND	ACCOUNT NO.	AMOUNT
<u>Gen. Fund</u>	<u>#2709</u>	

IN PAYMENT FOR \_\_\_\_\_  
Admin fee - 2419.72  
Twp. - 19,076.38  
Fire/Ambul - 47,392.82  
 \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_  
 AUTHORIZED SIGNATURE

FORM NO. TUA-12 (REV 9/01)

PRESCRIBED BY BUREAU OF LOCAL GOVERNMENT SERVICES MICHIGAN DEPARTMENT OF TREASURY

**OFFICIAL RECEIPT**

**CENTERVILLE TOWNSHIP**  
CEDAR MICHIGAN  
LEELANAU COUNTY

No **3118**

DATE 12.30.21

RECEIVED FROM Tim Lymer LA \$ 470.00

DOLLARS

FUND	ACCOUNT NO.	AMOUNT
Bus. Exp	#2709	
Hartman (Waters Co) ch #142		50.00
Burke (S North) ch #9319		170.00
1201	#457	25.00
gravel from road #1277		115.00
torres-garcia #186		
Masquida-Garcia #187		45.00

IN PAYMENT FOR \_\_\_\_\_

land use permits

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 **3119**

DATE 12.30.21

RECEIVED FROM K Hleva Treas \$ 29,657.01

DOLLARS

FUND	ACCOUNT NO.	AMOUNT
Bus. Exp	#2709	29,657.01
	CL # 5249	

IN PAYMENT FOR \_\_\_\_\_

Admin fee - 1163.39  
TWP - 6886.87  
File/Amend - 21,606.75

K Hleva

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 **3120**

DATE 12.31.21

RECEIVED FROM Chase Bank \$ 7.11

DOLLARS

FUND	ACCOUNT NO.	AMOUNT
Bus. Exp	#6606	2.52
"	#0913	4.59

IN PAYMENT FOR \_\_\_\_\_

ARPA Interest  
Interest

K Hleva

AUTHORIZED SIGNATURE

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

## CENTERVILLE TOWNSHIP Monthly Check Journal with Totals Sorted by Check# December 2021

Type	Date	Num	Name	Memo	Account	Debit	Credit
Liability Check	12/02/2021	EFT	United States Treasury	38-2297948	015 - CHASE CHECKING GEN FUND 2769	0.00	848.16
Paycheck	12/09/2021	EFT	RAY (Deputy Clerk), PATRICIA G RAY (Deputy Clerk), PATRICIA G RAY (Deputy Clerk), PATRICIA G		015 - CHASE CHECKING GEN FUND 2769 262-701 - Wages-Part time 215-703 - Part Time Wages	0.00 88.00	848.16 67.54
Paycheck	12/09/2021	EFT	CHILES, BETH CHILES, BETH		015 - CHASE CHECKING GEN FUND 2769 215-701 - Wages	88.00	67.54 1,184.71
Paycheck	12/09/2021	EFT	KROMBEEN (ASSESSOR), JULIE KROMBEEN (ASSESSOR), JULIE		015 - CHASE CHECKING GEN FUND 2769 257-701 - Wages	1,383.33 1,233.33	1,184.71 1,086.56
Paycheck	12/09/2021	EFT	PLEVA (TREASURER), KATRINA PLEVA (TREASURER), KATRINA		015 - CHASE CHECKING GEN FUND 2769 253-701 - Wages & School Cal.	1,383.33	1,218.71
Paycheck	12/09/2021	EFT	SCHAUB (TRUSTEE), RONALD J SCHAUB (TRUSTEE), RONALD J		015 - CHASE CHECKING GEN FUND 2769 101-701 - Adm Wages	100.00	92.35
Paycheck	12/09/2021	EFT	SCHWANTES (SUPERVISOR), JAMES SCHWANTES (SUPERVISOR), JAMES		015 - CHASE CHECKING GEN FUND 2769 171-701 - Adm Wages	891.67	785.55
Check	12/09/2021	EFT	JAMES SCHWANTES JAMES SCHWANTES		015 - CHASE CHECKING GEN FUND 2769 247-900 - Printing & Publishing	105.99	105.99
Check	12/09/2021	EFT	Beth Chiles 1 Beth Chiles 1		015 - CHASE CHECKING GEN FUND 2769 247-900 - Printing & Publishing	80.68	80.68
Check	12/09/2021	EFT	CYPHER GROUP, INC CYPHER GROUP, INC	November 2021 November 2021	015 - CHASE CHECKING GEN FUND 2769 723-701 - Contracted Services	1,000.00	1,000.00
Check	12/02/2021	5477	U.S. POSTAL SERVICE	8 rolls 8 rolls of stamps	015 - CHASE CHECKING GEN FUND 2769 253-726 - Office Supplies/Software	464.00	464.00
Check	12/02/2021	5478	KCI	Inv 304731 winter 2021 tax bills	015 - CHASE CHECKING GEN FUND 2769 253-802 - Contracted Services	424.13	424.13
Paycheck	12/09/2021	5479	DAMM (PC MEMBER), JAMIE DAMM (PC MEMBER), JAMIE DAMM (PC MEMBER), JAMIE DAMM (PC MEMBER), JAMIE		015 - CHASE CHECKING GEN FUND 2769 247-703 - Part Time Wages 722-701 - Part Time Wages 721-701 - Part Time Wages	0.00 0.00 80.00	73.88
						80.00	73.88

Credit Column shows NET CHECK TOTALS



CEDAR  
 2989 E BELLINGER RD  
 CEDAR, MI 49621-9648  
 (800)275-8777

12/10/2021 09:04 AM

Product	Qty	Unit Price	Price
US Flag Coll/100	8	\$58.00	\$464.00
Grand Total:			\$464.00
Personal/Bus Check			\$464.00

8 rolls of stamps

12/2/2021

5477

464.00

*Thna*

464.00

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

1-800-328-0304 or www.deluxe.com/shop

3685932001  
 0FAA6E CHIKDK04 06/11/2020 09:05 -225-

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

Earn rewards on your business account purchases of Priority Mail labels with the USPS Loyalty program by using Click and Ship. Visit [www.usps.com/smallbizloyalty](http://www.usps.com/smallbizloyalty) for more info.

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: 251650-0612  
 Receipt #: 840-54930521-2-1503561-1  
 Clerk: 06



3001 East Paris/West St.  
 Gladwin, MI 49612  
 616-957-2120 phone  
 616-957-3028 fax  
 fax@communications.com

Customer Copy  
**Invoice**  
 304731

Attention Invoice To Katrina Pleva  
 Centerville Township, Leelanau County  
 5874 S French Rd  
 Cedar, MI 49621

Invoice Date 11/26/2021

Invoice Due 11/26/2021

Job Number 162338

Your Order #

Salesrep Autumn Hoffman

Quantity	Description	Setup	Min	Unit Price	U/M	Sub Total	Tax	Total
	Winter 2021 Tax Bills							
1	Tax Bill Set-up PDF			100.0000	ea	100.00		100.00
1,130	Process & Mail Tax Bills		350.00			350.00		350.00

Postage Used includes 12 pcs. @ .53

Postage Earmarked for Job	\$530.00
Postage Used from Suspense	\$530.00
Postage Usage for Job	(\$504.13)
Postage Balance Applied to Services	(\$25.87)

TERMS: PLEASE NOTE OUR TERMS ARE NET 0 DAYS FROM DATE OF INVOICE.

Sub Total \$450.00

Sales Tax

Postage Balance \$(25.87)

**TOTAL DUE \$424.13**

Customer #: 9993

Tax #:





December 27, 2021

Mr. Jim Schwantes, Supervisor  
Centerville Township  
4955 S. Schomberg Road  
Cedar, MI 49621

Dear Mr. Schwantes:

Enclosed you will find the resolution passed by the Leland Board of Education requesting that each township collect school district taxes in the summer of 2022.

Also enclosed is an agreement for the collection of summer taxes for Leland Public School which includes the payment of \$2.50 per parcel to the township for this service. This is the continuation of the fee structure agreed upon for the last several years and is equal to the amount the State of Michigan would pay for a summer tax collection.

We hope that you will submit this agreement for approval at your next board meeting. If you have any questions, feel free to contact me.

The Leland Board of Education appreciates your service to the taxpayers of our community and we look forward to working together in the future.

Respectfully,

A handwritten signature in cursive script that reads "Stephanie Long".

Stephanie Long  
Superintendent

lelandschool.com  
200 North Grand Ave | P.O. Box 498  
Leland, MI 49654-0498



Phone 231.256.9857  
Fax 231.256.9844

Stephanie Long, Superintendent  
Jeanne McClure, Principal  
Sandra Thomas, Business Manager

LELAND PUBLIC SCHOOL

Leelanau County, Michigan

RESOLUTION TO APPROVE 2022 SUMMER PROPERTY TAX LEVY

A regular meeting of the Board of Education of Leland Public School was held electronically pursuant to Senate Bill 1108, on the 13th day of December, 2021, at 6:00 o'clock, p.m.

The meeting was called to order by Vice President Wittrock.

Present: Members Wittrock, Suttmann, Trumbull, Elwell, Stassen

Absent: Members Robinson and Satterwhite

The following preamble and resolution were offered by Member Wittrock and supported by Member Trumbull.

WHEREAS, this Board of Education by resolution of November 14, 1984, determined to impose a summer property tax levy to collect all of school property taxes, including debt services upon property located within the school district, beginning with 1985 and continuing from year to year until specifically revoked by this Board of Education.

NOW, THEREFORE BE IT RESOLVED THAT:

1. This Board of Education, pursuant to 1976 PA451, as amended, hereby invokes for 2021 its previously adopted ongoing resolution imposing a summer property tax levy of all of school property taxes, including debt service, upon property located within the school district, beginning with 1985 and continuing from year to year until specifically revoked by this Board of Education and requests each city and/or township in which this district is located to collect those summer taxes.
2. The Superintendent, Business Manager, or his/her designee is authorized and directed to forward to the governing body of each city and/or township in which this district is located a copy of this Board's resolution imposing a summer property tax levy on an ongoing basis, and a copy of this resolution requesting that each such city and/or township agree to collect the summer tax levy for 2022 in the amount as specified in this resolution. Such forwarding of the resolutions and the request to collect the summer tax levy shall be sent so that the appropriate governing bodies receive them before January 1, 2022.
3. The Superintendent, Business Manager, or his/her designee is authorized and directed to negotiate on behalf of this district with the governing body of each city and/or township in which the district is located for the reasonable expenses for collection of the

**LELAND PUBLIC SCHOOL  
and  
CENTERVILLE TOWNSHIP**

**AGREEMENT FOR COLLECTION OF SUMMER SCHOOL PROPERTY TAXES**

AGREEMENT made this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_ by and between LELAND PUBLIC SCHOOL, located on 200 N. Grand Avenue, Leland, MI 49654 (hereinafter "School District") and CENTERVILLE TOWNSHIP (hereinafter "Township"), pursuant to 1976 PA 451, as amended, for the providing for the collection by Township of a summer tax levy of the total School District property taxes for 2022.

1. The Township agrees to collect the total school property taxes as certified by the School District for levy on July 1 of each year on property located within the Township.
2. The School District agrees to pay costs for preparation and collection of summer taxes for the School District as follows:
  - a. The collection fee for 2022 will be \$2.50 per parcel of taxable property within the School District (this includes postage for return receipts) as costs for preparation of bills and collection of taxes. This fee is also to include the cost of collecting the Traverse Bay Area Intermediate School District summer tax levy.
  - b. The Township is to submit billing for total number of parcels with first remittance of tax collections and School District Business Office will remit to Township within five (5) business days upon receipt of billing.
3. No later than the second Wednesday in June, the School District shall certify to the Township Supervisor the school millage to be levied on property for summer collection.
4. The Township Treasurer shall account for and deliver summer school tax collections on a weekly basis using the following procedure. Taxes collected by Thursday of each week during the collection period will be remitted to the school before Friday at twelve o'clock p.m. of the following week. The first check shall be remitted to the school on or before the second Friday in July.

LELAND PUBLIC SCHOOL & CENTERVILLE TOWNSHIP  
AGREEMENT FOR COLLECTION OF SUMMER SCHOOL PROPERTY TAX  
Page 2

5. In return for the weekly payment, the School District waives any claim to interest earned during the time the money is in Township accounts.

6. General conditions of this agreement negotiated by the Township Supervisor and School District's Superintendent on the \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_, subject to approval of both Boards.

TOWNSHIP:

SCHOOL DISTRICT:

\_\_\_\_\_  
Treasurer

\_\_\_\_\_  
Superintendent

SIGNATURE AUTHORIZED BY  
BOARD OF TRUSTEES  
RESOLUTION OF  
CENTERVILLE TOWNSHIP

SIGNATURE AUTHORIZED BY  
BOARD OF EDUCATION  
RESOLUTION OF  
LELAND PUBLIC SCHOOL

\_\_\_\_\_  
Supervisor

\_\_\_\_\_  
President

\_\_\_\_\_  
Clerk

\_\_\_\_\_  
Secretary

## CENTERVILLE TOWNSHIP Monthly Check Journal with Totals Sorted by Check# December 2021

Type	Date	Num	Name	Memo	Account	Debit	Credit
Check	01/12/2022	ACH	Beth Chiles 1 Beth Chiles 1	3 rolls stamps for CARSAID mailing; post card stamps for voter cards. 3 rolls stamps for CARSAID mailing; post card stamps for voter cards.	015 - CHASE CHECKING GEN FUND 2789 101-726 - Office Supplies	182.00	182.00
Check	01/12/2022	ACH	JAMES SCHWANTES JAMES SCHWANTES	new mailbox and mounting bracket new mailbox and mounting bracket	015 - CHASE CHECKING GEN FUND 2789 265-990 - Repairs & Maintenance	49.98	49.98
Paycheck	01/12/2022	ACH	CHILES, BETH CHILES, BETH		015 - CHASE CHECKING GEN FUND 2789 215-701 - Wages	1,383.33	1,188.71
Paycheck	01/12/2022	ACH	KROMBEEN (ASSESSOR), JULIE KROMBEEN (ASSESSOR), JULIE		015 - CHASE CHECKING GEN FUND 2789 257-701 - Wages	1,233.33	1,086.56
Paycheck	01/12/2022	ACH	PLEVA (TREASURER), KATRINA PLEVA (TREASURER), KATRINA		015 - CHASE CHECKING GEN FUND 2789 253-701 - Wages & School Cal.	1,383.33	1,218.71
Paycheck	01/12/2022	ACH	RAY (Deputy Clerk), PATRICIA G RAY (Deputy Clerk), PATRICIA G RAY (Deputy Clerk), PATRICIA G		015 - CHASE CHECKING GEN FUND 2789 282-701 - Wages-Part time 215-703 - Part Time Wages	0.00	113.54
Paycheck	01/12/2022	ACH	SCHAUB (TRUSTEE), RONALD J SCHAUB (TRUSTEE), RONALD J		015 - CHASE CHECKING GEN FUND 2789 101-701 - Adm Wages	100.00	92.35
Paycheck	01/12/2022	ACH	SCHWANTES (SUPERVISOR), JAMES SCHWANTES (SUPERVISOR), JAMES		015 - CHASE CHECKING GEN FUND 2789 171-701 - Adm Wages	891.67	785.56
Check	01/12/2022	ACH	CYPHER GROUP, INC CYPHER GROUP, INC	December 2021 December 2021	015 - CHASE CHECKING GEN FUND 2789 723-701 - Contracted Services	1,000.00	1,000.00
Liability Check	12/19/2021	EFT	United States Treasury	38-2297948	015 - CHASE CHECKING GEN FUND 2789	0.00	832.12
Liability Check	01/04/2022	EFT	STATE OF MICHIGAN	38-2297948	015 - CHASE CHECKING GEN FUND 2789	0.00	829.11
Check	12/14/2021	5487	CITY OF TRAVERSE CITY CITY OF TRAVERSE CITY	Inv 0000100632 Heztral participation fee July 1 2021 - June 30, 2022	015 - CHASE CHECKING GEN FUND 2789 336-970 - Fire Department - Other	395.00	395.00
Check	12/14/2021	5498	OLSON, BZDOK & HOWARD, P.C. OLSON, BZDOK & HOWARD, P.C.	client 538240M - statement # 64 5.4 hours -November 2021	015 - CHASE CHECKING GEN FUND 2789 101-801 - Legal Fees	763.50	763.50
Check	12/29/2021	5499	Westshore Plumbing & Heating LLC Westshore Plumbing & Heating LLC	Inv 2923 Repair furnace - spill tubing on pressure switch	015 - CHASE CHECKING GEN FUND 2789 285-530 - Repairs & Maintenance	125.00	125.00

Credit Column shows NET CHECK TOTALS

## CENTERVILLE TOWNSHIP Monthly Check Journal with Totals Sorted by Check# December 2021

Type	Date	Num	Name	Memo	Account	Debit	Credit
Check	12/29/2021	5490	WILLIAMS AND BAY PORTABLE RESTROO... WILLIAMS AND BAY PORTABLE RESTROO...	acct 0202200000001 October and November 2021	015 - CHASE CHECKING GEN FUND 2789 751-801 - Contracted Services	153.75	153.75
Check	01/12/2022	5491	OLSON, BZDOCK & HOWARD, P.C. OLSON, BZDOCK & HOWARD, P.C.	client # 5382-00M, statement # B5 SAD docc, finalize draft Rogers complaint	015 - CHASE CHECKING GEN FUND 2789 101-801 - Legal Fees	224.00	224.00
Check	01/12/2022	5492	TIME WARNER CABLE	086220701120121	015 - CHASE CHECKING GEN FUND 2789	224.00	224.00
Check	01/12/2022	5493	CRYSTAL FLASH ENERGY CRYSTAL FLASH ENERGY	acct 698281200 Tank filled 12/14/21	015 - CHASE CHECKING GEN FUND 2789 265-922 - Utilities-Heat	0.00	138.87
Check	01/12/2022	5494	CHEERYLAND ELECTRIC CO-OP CHERRYLAND ELECTRIC CO-OP	acct 6311010 Nov 13 - Dec 13 2021	015 - CHASE CHECKING GEN FUND 2789 265-920 - Utilities-Electric	396.02	396.02
Check	01/12/2022	5495	CONSUMERS ENERGY CONSUMERS ENERGY	acct 1000 0031 1499 December 2021	015 - CHASE CHECKING GEN FUND 2789 448-920 - Utilities-Electric	16.04	16.04
Check	01/12/2022	5496	LEELANAU ENTERPRISE TRIBUNE LEELANAU ENTERPRISE TRIBUNE LEELANAU ENTERPRISE TRIBUNE LEELANAU ENTERPRISE TRIBUNE	invoices 9140 and 9444 two meeting synopsis two notices for CANSAD CANSAD - envelopes and 2-sided letter	015 - CHASE CHECKING GEN FUND 2789 101-900 - Printing & Publishing 101-900 - Printing & Publishing 101-900 - Printing & Publishing	76.64	76.64
Check	01/12/2022	5497	CEDAR AREA FIRE & RESCUE CEDAR AREA FIRE & RESCUE CEDAR AREA FIRE & RESCUE	4th Q1 2021 operations and capital improvement assessments 4th Q1 2021 Operations Assessment 4th Q1 2021 Capital Improvement Assessment	015 - CHASE CHECKING GEN FUND 2789 339-901 - Administrative Fee 339-901 - Administrative Fee	59,284.35 5,021.07	59,305.42
Check	01/12/2022	5498	KATRINA PLEVA KATRINA PLEVA KATRINA PLEVA	milage, copy paper, envelopes envelopes and copy paper travel to bank and county building	015 - CHASE CHECKING GEN FUND 2789 253-728 - Office Supplies/Software 253-860 - Travel	68,305.42 49.25 27.10	68,355.76
Pay/crck	01/12/2022	5499	KUHN (BOR), RAY KUHN (BOR), RAY		015 - CHASE CHECKING GEN FUND 2789 247-703 - Part Time Wages	76.35	76.35
Pay/crck	01/12/2022	5500	MILLIRON (DEPUTY TREAS), TESHA MILLIRON (DEPUTY TREAS), TESHA		015 - CHASE CHECKING GEN FUND 2789 253-703 - Part Time Wages	45.00	41.55
Pay/crck	01/12/2022	5501	ROSS (BOR), KAMA ROSS (BOR), KAMA		015 - CHASE CHECKING GEN FUND 2789 247-703 - Part Time Wages	125.00	115.43
TOTAL						45.00	68.55
						87,895.65	68,889.76

Credit Column shows NET CHECK TOTALS

**CENTERVILLE TOWNSHIP Z A'S MONTHLY SUMMARY**

PERIOD: DECEMBER 2021

DATE	PERMIT #	NAME	USE	REC. #	CK.#	AMOUNT
12/13/2021 002-008-010-20	LUP 21-39 3622 S. SCHOMBERG RD.	LEMAR NEW DWELLING & 2 PORCHES	LAND USE	202139 880 S.F.	644	\$ 115.00
12/14/2021 002-032-004-01	LUP 21-40 3300 E. GATZKE ROAD	MILLER NEW DWELLING GARAGE PATIO	LAND USE	202140 1,738 S.F.	29997	\$ 140.00
12/31/2021 002-008-005-01	LUP 21-41 3191 S. GOOD HARBOR TR	SEXTON FINISHED BASEMENT FOR BR. & BA.	LAND USE	202141 2,280 S.F.	8262	\$ 50.00
12/31/2021 002-075-013-00	LUP 21-42 7093 S. CEDARVIEW LANE	SEYMOUR NEW DWELLING GARAGE DECK PORCH	LAND USE	202142 3,233 S.F.	6743	\$ 180.00
12/31/2021 002-500-041-02	LUP 21-43 4804 S. GREEN COURT	BURGESS FINISH BASEMENT FOR BR. & BA.	LAND USE	202143 384 S.F.	SENT TO TREAS.	\$ 50.00
12/31/2021 002-017-009-20	LUP 21-44 3387 E. BODUS ROAD	KROPP ACCESSORY BUILDING	LAND USE	202144 336 S.F.	1428	\$40.00
12/31/2021 002-003-005-50	LDA 21-04 SOUTH FRENCH ROAD	O'NON LAND DIVISION CREATING 1 NEW PARCEL	LAND DIV.	LDA202104	205	\$ 100.00
12/7/2021 002-035-002-00 02-035-003-00 & 002-035-003-10	PLA 21-03 E. LEELANAU PINES DR.	NOVAK PROPERTY LINE ADJUSTMENTS	PROP. LINE	PLA202103	3123, 3124 5119, 5120	\$400.00
12/31/2021 002-011-024-00	MCI FINE 1901 3780 S. LAKESHORE DR	ROGERS TOWNSHIP BOARD MAKES DETERMINATION AT OCTOBER MEETING	VIOLATION	MCLVIO1901	DELINQUENT 18 MONTHS	

TOTAL \$ 1,075.00

SIGNED:

*TIMOTHY A. CYPHER*

1/7/2022

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

Centerville Township  
Zoning Administrator's  
DECEMBER 2021 Report

1/7/2022

To: Centerville Township Board & Planning Commission

From: *Timothy A. Cypher*

Land Use Permits Issued:	6	YEAR TO DATE	45
Signs / Renewal	0		
Single Family Residences (SFR)	3		
Additions to SFR	2		
Garages / Sheds	1		
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	
 Special Land Use Permits	 0	 0 INQUIRY	
 Land Division/Property Line Adj.	 2	 1 INQUIRY	
 Private Roads / Driveways	 0	 0 INQUIRY	
 Zoning / Site Plan Reviews	 0	 1 INQUIRY	
 Construction Site Inspections	 14		
 Violations/Investigations	 1	REVOKED AG EXEMPTION & LUP APPROVALS SEE NOTE ON MONTHLY SUMMARY. - ROGERS	

I also supplied information via 38 phone consultations & 29 via internet to Township residents&others

Please feel free to contact me with any questions.  
[tim@allpermits.com](mailto:tim@allpermits.com) Phone 231-360-2557

CALLS - 30	ZONING QUESTIONS
4	LAND DIVISIONS/PLA
0	PRIVATE ROAD
0	SITE PLAN REVIEW
0	ZBA QUESTIONS
4	VIOLATIONS



**And be it also resolved that** the Centerville Township Board of Trustees will establish the special assessment district against which of twenty-five percent (25%) of the costs of the improvements are to be assessed as the following:

All properties fronting on Sugar Maple Drive from Eitzen Road to Townline Road and the various streets connecting to it, including E Cherry Lane, S Hemlock Road, E Birch Court, E Ash Place, S Beech Court, S Linden Court, E Red Oak Court, and Horn Beam Court.

**And be it also resolved that** assessments will be collected in six (6) installments over three years, beginning with the December 1, 2022 Winter Tax bill and then each subsequent Summer and Winter Tax bill, concluding with the Summer 2026 Tax bill.

**And be it also resolved that** the Centerville Township Board of Trustees directs the township's Supervisor to prepare a special assessment roll and file it with the township clerk.

The roll will be reviewed by the Township Board at the regular meeting of the board on February 2. The board will set a date for a public hearing on the roll at that meeting.

The foregoing resolution offered by Township Board member \_\_\_\_\_ supported by Township Board member \_\_\_\_\_.

Upon roll call vote, the following voted:

Chiles: \_\_\_\_ Hubbell: \_\_\_\_ Pleva: \_\_\_\_ Schaub: \_\_\_\_ Schwantes: \_\_\_\_

Yeas: \_\_\_\_ Nays: \_\_\_\_ Motion Carried (Vote: \_\_\_\_)

**TOWNSHIP CLERK CERTIFICATE**

The undersigned, Clerk of the Township of Centerville, certifies that this resolution was adopted by the Township Board on January 12, 2022 and is effective immediately and is on file in the records of the office.

By \_\_\_\_\_ Date: \_\_\_\_\_  
Elizabeth Chiles, Clerk

**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: 825-1188  
Email: centervilletwptreasurer@gmail.com  
ZONING ADMIN:  
TIM CYPHER  
CELL: 360-2557 FAX 256-7774  
Email: tim@allpermits.com

Resolution #2022-01

Establishing a Special Assessment District for Partial Funding of Chalet Area Roads  
Repair and Directing the Supervisor to Prepare a Special Assessment Role

**Whereas** at the August 11, 2021 regularly scheduled meeting of the Board of Trustees, the Board unanimously passed a motion requesting that the Leelanau County Road Commission obtain construction bids for repaving the streets in the Sugar Loaf Chalets area, specifically the entire length of Sugar Maple Drive from Eitzen Road to Townline Road and the various streets connecting to it;

**Whereas** at the same August 11, 2021 regularly scheduled meeting of the Board of Trustees, the Board unanimously passed a motion declaring the Board's intention to set up a Special Assessment District for the purpose of levying an assessment of twenty-five percent (25%) of the costs of the above-described Sugar Loaf Chalet Road Project, providing that the current preliminary estimate for that assessment is \$122,000, and indicating that the assessment will be redetermined as the Leelanau County Road Commission receives bids for the project and final plans are determined;

**Whereas** the Township Board has caused to be prepared plans describing the improvement, its location, and its estimated cost and filed the same with the Township Clerk, who has made the plans and estimate available for public examination;

**Whereas** the Township Board has provided advance notice to all property owners within the proposed Special Assessment District informing them that the Board has decided to move forward with repairing the Sugar Loaf Chalet streets, describing the proposed budget and potential cost per parcel, informing the property owners where they can access the preliminary estimate and work plan, and inviting comments;

**Whereas** the Township Board has held a public hearing on January 12 regarding the Special Assessment District and the planned road improvement and the cost. Notice for the hearing was posted twice in the Leelanau Enterprise and was communicated to each owner of record in the Special Assessment District by mail.

**Whereas** responses from the hearing proceedings were generally positive and opposition did not reach the 20% of road frontage needed to trigger the requirement for a petition of at least 51% of road frontage in favor.

**Now, therefore, be it resolved that** the Centerville Township Board of Trustees tentatively declares its intention to make the improvements to the Sugar Loaf Chalets area roads by repaving them;

CENTERVILLE TOWNSHIP FY 2022-23 LINE ITEM BUDGET				2021-22 Budget	2021-22 Actual	Proposed 2022-23	
Income							
101-401	Revenues			123,312			
401-402	Property Taxes (0.56 mill)	66,845.00	26,073.91	64,654.00	TaxVal * .0005401		
401-403	Fire Operating Millage (1.75 mill)	206,555.00	81,809.02	269,342.00	TaxVal * millage increase of .5 mill		
401-404	PILT	600.00	666.78	600.00		64654.1228289	
401-451	Zoning/Permits/Solits	0.00	3,990.00	0.00		269342.30025	
401-452	PC Zoning (Site Plan Review)	0.00	0.00	0.00			
401-574	State Shared Sales Tax Revenue	115,000.00	85,754.00	117,000.00	IM Projection: (in May '21) FY 22 \$117932		
401-575	State Shared Metro Revenue	4,000.00	4,357.91	4,000.00			
401-607	Tax Admin Fee	22,000.00	21,012.68	22,000.00			
401-651	Charges for Services	3,400.00	4,930.04	3,400.00			
401-664	Interest Earned	1,600.00	35.20	500.00			
401-668	Rents & Royalties	0.00	389.00	0.00			
401-676	Reimbursements	1,300.00	7,708.58	1,300.00			
401-812	401-812 Street Improvement SAD			20,332.00	\$121,993 / 3		
401-501	Federal Grant - ARPA Funds	0.00	66,831.00	66,831.00			
	Total 101-401 Revenues	421,300.00	303,558.12	569,959.00			
Expense							
101-101	Township Board						
101-449	Road Improvements	0.00	0.00	81,328.00	Chattel Area Roads		
101-701	Adm Wages	3,200.00	1,925.00	3,500.00	Trustee increase to \$125 & 4 CAFR meetings for alternate		
101-726	Office Supplies	600.00	43.50	600.00			
101-801	Legal Fees	10,000.00	3,467.50	15,000.00	Increase for Lake Shore Dr issue		
101-802	Auditing Services	0.00	0.00	3,700.00	FY 22-23 Audit estimate		
101-800	Printing & Publishing	1,200.00	784.12	1,200.00			
101-911	Membership & Dues	1,950.00	1,976.56	2,000.00			
101-955	Miscellaneous	500.00	245.36	500.00			
	Total 101-101 Township Board	17,450.00	8,442.03	107,828.00			
101-171	Township Supervisor						
171-701	Adm Wages	10,700.00	7,983.36	10,700.00			
171-726	Office Supplies	100.00	81.20	100.00			
171-801	Legal Fees	250.00	0.00	250.00			
171-860	Travel	200.00	21.84	200.00			
171-955	Miscellaneous	0.00	0.00	0.00			
171-960	Education & Training	600.00	0.00	600.00			
	Total 101-171 Township Supervisor	11,850.00	8,086.40	11,850.00			
101-215	Clerk						
215-701	Adm Wages	16,600.00	12,562.13	16,600.00			
215-703	Part Time Wages	3,000.00	1,478.00	3,000.00	Deputy, recording secretary (150 hrs * \$20.00)		
215-726	Office Supplies/Software	1,500.00	587.50	1,500.00			
215-802	Contracted Services	1,300.00	1,889.00	1,300.00			
215-860	Travel	100.00	45.69	100.00			
215-930	Computer Services	300.00	72.19	300.00			
215-960	Education & Training	550.00	396.33	550.00			
	Total 101-215 Clerk	23,350.00	17,030.84	23,350.00			

		2021-22 Budget	2021-22 Actual as of 12/31/21	Proposed 2022-23	
101-247	Board of Review				
	247-703 Part Time Wages	1,400.00	855.00	1,400.00	2 full days: \$720, 3 2hr meals \$405
	247-900 Printing & Publishing	200.00	166.67	200.00	
	247-960 Education & Training	600.00	.00	600.00	
	101-247 Board of Review Other	0.00	70.29	0.00	
	Total 101-247 Board of Review	2,200.00	1,091.96	2,200.00	
101-253	Treasurer				
	253-701 Wages	16,600.00	12,383.31	16,600.00	
	253-703 Part Time Wages	2,400.00	105.00	2,400.00	Deputy - 120 hrs * \$20.00
	253-726 Office Supplies/Software	2,500.00	1,750.03	2,500.00	
	253-802 Contracted Services	3,200.00	2,391.91	3,200.00	
	253-860 Travel	300.00	96.80	300.00	
	253-930 Computer Services	200.00	34.68	200.00	
	253-960 Education & Training	200.00	290.00	200.00	
	Total 101-253 Treasurer	25,400.00	17,251.73	25,400.00	
101-257	Assessor				
	257-701 Wages	15,000.00	14,099.97	15,300.00	\$300.00 raise (2%)
	257-726 Office Supplies/Software	800.00	599.00	800.00	
	257-802 Contracted Services	0.00	590.86	0.00	
	257-860 Travel	200.00	.00	200.00	
	257-900 Printing & Publishing	1,000.00	.00	1,000.00	
	257-960 Education & Training	200.00	.00	200.00	
	Total 101-257 Assessor	17,200.00	12,289.83	17,300.00	
101-262	Elections				
	262-701 Wages Part Time	3,500.00	2,212.15	5,000.00	Increase election worker pay from: \$15.00
	262-726 Office Supplies/Software	1,000.00	679.58	2,500.00	
	262-802 Contracted Services	1,100.00	.00	1,200.00	
	262-860 Travel	500.00	11.65	700.00	
	262-900 Printing and Publishing	300.00	118.70	400.00	
	262-960 Education & Training	500.00	.00	600.00	
	Total 101-262 Elections	6,900.00	3,022.08	10,400.00	
101-265	Township Hall				
	265-931 Hall Upgrade	10,000.00	.00	10,000.00	Upper Hall window replacement
	265-740 Operating Supplies	500.00	45.10	500.00	
	265-760 Janitorial Services	800.00	451.18	800.00	\$50*12 (1x a month) + \$200 (upper hall)
	265-920 Utilities-Electric	400.00	341.41	400.00	
	265-921 Internet Services	1,700.00	1,101.95	1,700.00	
	265-922 Utilities-Heat	1,350.00	347.16	1,350.00	
	265-930 Repairs & Maintenance	4,900.00	1,655.00	4,900.00	Mowing, snowplowing
	Total 101-265 Township Hall	19,650.00	3,941.80	19,650.00	
101-336	Fire Department				
	336-801 Administrative Fee	233,221.68	174,916.26	256,443.32	Contribution, Operations and Capital
	336-970 Fire Department - Other	525.00	395.00	525.00	Hazmat Participation Fee
	Total 101-336 Fire Department	233,746.68	175,311.26	256,968.32	
101-448	Street Lighting				
	448-920 Utilities-Electric	1,000.00	601.16	1,000.00	Change budget to 1000.00
	Total 101-448 Street Lighting	1,000.00	601.16	1,000.00	and set up a transfer for March budget meeting

		2021-22 Budget	2021-22 Actual as of 12/31/21	Proposed 2022-23	
101-721	Planning				
	721-701 Part Time Wages	6,200.00	1,085.00	5,000.00	Increase to \$85 for members, \$100 for chair
	721-801 Legal Fees & Professional	1,000.00	.00	1,000.00	7 scheduled meetings, 2 extra, 3ms each for secretary
	721-860 Travel	200.00	.00	200.00	
	721-900 Printing & Publishing	300.00	.00	300.00	
	721-960 Education & Training	750.00	25.00	750.00	
	101-721 Planning-Other		54.35		
	Total 101-721 Planning	8,450.00	1,144.35	7,250.00	
101-722	Zoning Board of Appeals				
	722-701 Part Time Wages	300.00	190.00	300.00	
	722-801 Legal Fees	0.00	.00	0.00	
	722-860 Travel	100.00	.00	100.00	
	722-900 Printing & Publishing	50.00	.00	50.00	
	722-960 Education & Training	300.00	.00	300.00	
	Total 101-722 Zoning Board of Appeals	750.00	190.00	750.00	
101-723	Zoning Administrator				
	723-701 Contracted Services	12,000.00	9,000.00	12,000.00	\$12,000 contract + \$1,500 misc hours
	723-860 Travel	0.00	0.00	0.00	to cover septic administration
	723-955 Miscellaneous	1,500.00	0.00	1,500.00	
	Total 101-723 Zoning Administrator	13,500.00	9,000.00	13,500.00	
101-751	Parks				
	751-801 Contracted Services	1,000.00	727.32	1,000.00	
	751-930 Repairs & Maintenance	2,500.00	1,274.80	2,500.00	New tree? \$1000.00
	Total 101-751 Parks	3,500.00	2,002.12	3,500.00	
101-851	Insurance & Bonds				
	851-955 Insurance & Bonds	5,500.00	5,118.00	5,500.00	FY 22-21 Operations Costs
	Total 101-851 Insurance & Bonds	5,500.00	5,118.00	5,500.00	Minus Fire Millage Funds
101-862	FICA and Medicare Taxes	6,000.00	3,951.59	6,000.00	244104.32
101-871	Workers Compensation Insurance	800.00	760.00	800.00	
	101-880 Gen Government Misc		563.79		50% Unassigned FY starting balance target
	Total Expenses	397,246.68	269,798.94	513,446.32	
	Net Revenues	24,053.32	33,759.18	56,512.68	122,052.16
	Minus ARPA Restricted Funds:			-10,318.32	
	Unrestricted Funds:			10,318.32	From Unrestricted Assigned Road Fund
	Adjusted Balance:			0.00	