

**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
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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 February 2, 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. Special Item: Public Input on Proposed FY 2022-23 Budget
4. Previous Meeting Minutes
 1. January 12, 2021 CARSAD Public Hearing
 2. January 12, 2021 Regular Meeting
5. Township Financial Update
 1. Treasurer's Report
 2. Reconciliation
6. Invoices - Review and authorize payment
7. Clerk Report
8. Correspondence/ Communication
9. Board of Review
 1. March BOR Meetings: March 8, 14, and 17
10. Zoning Administrator's Report
 1. Lake Shore Drive
11. Planning Commission:
 1. Next regular meeting: Monday, March 7, 2022 at 6:30PM
12. Cedar Area Fire and Rescue Board
 1. Board member report
 2. Next regular meetings: Thursday, February 3 and March 3, 2022 at 7:00PM
13. Board – Unfinished Business
 1. 2022-2023 Budget
 1. Salary Resolutions
 2. Media upgrade for hall
 2. Media upgrade for hall
14. Board – New business
 1. FY 2022-23 Meeting Calendar
 2. Website revisions
15. County Commissioner Report
16. Upcoming Township Meetings:
 1. Next regular Board of Trustees Meeting: Wednesday, March 9, 2022 at 7:00PM
 2. Annual Meeting and Budget Meeting: Saturday, March 19, 2022 at 10:00 AM
17. Public Comment
18. Motion to Adjourn

James Schwantes is inviting you to a scheduled Zoom meeting.

Topic: February Township Board Meeting

Time: Feb 2, 2022 07:00 PM Eastern Time (US and Canada)

Join Zoom Meeting

<https://us02web.zoom.us/j/83579680884?pwd=YXZ3OEE1ZlpqVVhPdXFqMEJxcXBXUT09>

Meeting ID: 835 7968 0884

Passcode: 419196

One tap mobile

+13017158592,,83579680884#,,,,*419196# US (Washington DC)

+13126266799,,83579680884#,,,,*419196# 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: 835 7968 0884

Passcode: 419196

Find your local number: <https://us02web.zoom.us/u/kz9mZTVFM>

Centerville Township
Zoning Administrator's
JANUARY 2022 Report

2/1/2022

To: Centerville Township Board & Planning Commission

From: *Timothy A. Cypher*

Land Use Permits Issued:	2	YEAR TO DATE	2
Signs / RENEWALS	0		
Single Family Residences (SFR)	0		
Additions to SFR	0		
Garages / Sheds	0		
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	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	4		
Violations/Investigations		REVOKED AG EXEMPTION & LUP APPROVALS 1 SEE NOTE ON MONTHLY SUMMARY. - ROGERS	

I also supplied information via 17 phone consultations and 12 via internet to Township residents&others

CALLS - 7 ZONING QUESTIONS
 Please feel free to contact me with any questions. 2 LAND DIVISIONS/PLA
tim@allpermits.com Phone 231-360-2557 0 PRIVATE ROAD
 0 SITE PLAN REVIEW
 0 ZBA QUESTIONS
 8 VIOLATIONS

CENTERVILLE TOWNSHIP Z A'S MONTHLY SUMMARY

PERIOD: JANUARY 2022

DATE	PERMIT #	NAME	USE	REC. #	CK.#	AMOUNT
1/21/2022	LUP 22-01	GRIER	LAND USE	202201		8501 \$ 75.00
002-011-011-00	3771 S. LAKE SHORE DR.	ACCESSORY BUILDING		2048 S.F.		
1/21/2022	LUP 22-02	TREERIDGE, LLC,	LAND USE	202202		1550 \$ 100.00
002-003-009-00	5115 E. AMORE ROAD	ADDITION TO AG ACCESSORY BUILDING		1,890 S.F.		

1/31/2022 MCI FINE 1901 ROGERS VIOLATION MCLV101901 DELINQUENT 19 MONTHS
 002-011-024-00 3780 S. LAKESHORE DR MCL VIOLATION FEE - MONTHLY UNTIL COMPLIANCE DETERMINED
NOTE: LAWSUIT SHOULD BE FILED THE FIRST WEEK OF FEBRUARY

TOTAL \$ 175.00

SIGNED: TIMOTHY A. CYPHER

2/1/2022

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

**Resolution to Establish the Township Supervisor's Salary
Resolution # 2022 -**

WHEREAS, MCL 41.95 authorizes the township board of Centerville Township to determine the salaries for the offices of supervisor, clerk, and treasurer for fiscal year 2022-2023 by adopting a resolution at least 30 days prior to the township annual meeting of the electors; and WHEREAS, the township board deems that an adjustment in the salary of the office of is warranted;

THEREFORE BE IT RESOLVED, that as of April 1, 2022, the salary of the office of **Supervisor** shall be as follows: \$_____.

BE IT ALSO RESOLVED, that this resolution shall be submitted to the electors at the annual meeting to be held on March 19, 2022, at which time the electors may modify these amounts. Pursuant to MCL 41.95(7), such modification(s) that may be made by the electors cannot result in a reduction of salary during an official's term of office unless the responsibilities and requirements of that office are diminished, and the official agrees in writing to that reduction. In the event that the electors fail to act on this resolution, the officer shall be entitled to the salary as established in this resolution, in accordance with state law.

BE IT FURTHER RESOLVED, that this resolution, adopted on February 2, 2022, is properly adopted by the Centerville Township Board of Trustees at least 30 days prior to the annual meeting, as required by law.

The foregoing resolution offered by board member _____.

Supported by board member _____.

Upon roll call vote, the following voted:

Chiles: ____ Hubbell: ____ Pleva: ____ Schaub: ____ Schwantes: ____

Yeas: __ Nays: __ Motion Carried (Vote: -)

The supervisor declared the resolution adopted.

TOWNSHIP CLERK CERTIFICATE

The undersigned, Clerk of the Township of Centerville, certifies that this resolution was adopted by the Township Board on February 2, 2022 and is effective immediately and is on file in the records of the office.

By _____
Elizabeth Chiles, Clerk

Date: _____

**Resolution to Establish the Township Treasurer's Salary
Resolution # 2022 -**

WHEREAS, MCL 41.95 authorizes the township board of Centerville Township to determine the salaries for the offices of supervisor, clerk, and treasurer for fiscal year 2022-2023 by adopting a resolution at least 30 days prior to the township annual meeting of the electors; and WHEREAS, the township board deems that an adjustment in the salary of the office of is warranted;

THEREFORE BE IT RESOLVED, that as of April 1, 2022, the salary of the office of **Treasurer** shall be as follows: \$_____.

BE IT ALSO RESOLVED, that this resolution shall be submitted to the electors at the annual meeting to be held on March 19, 2022, at which time the electors may modify these amounts. Pursuant to MCL 41.95(7), such modification(s) that may be made by the electors cannot result in a reduction of salary during an official's term of office unless the responsibilities and requirements of that office are diminished, and the official agrees in writing to that reduction. In the event that the electors fail to act on this resolution, the officer shall be entitled to the salary as established in this resolution, in accordance with state law.

BE IT FURTHER RESOLVED, that this resolution, adopted on February 2, 2022, is properly adopted by the Centerville Township Board of Trustees at least 30 days prior to the annual meeting, as required by law.

The foregoing resolution offered by board member _____.

Supported by board member _____.

Upon roll call vote, the following voted:

Chiles: ____ Hubbell: ____ Pleva: ____ Schaub: ____ Schwantes: ____

Yeas: __ Nays: __ Motion Carried (Vote: __ - __)

The supervisor declared the resolution adopted.

TOWNSHIP CLERK CERTIFICATE

The undersigned, Clerk of the Township of Centerville, certifies that this resolution was adopted by the Township Board on February 2, 2022 and is effective immediately and is on file in the records of the office.

By _____
Elizabeth Chiles, Clerk

Date: _____

**Resolution to Establish the Township Clerk's Salary
Resolution # 2022 -**

WHEREAS, MCL 41.95 authorizes the township board of Centerville Township to determine the salaries for the offices of supervisor, clerk, and treasurer for fiscal year 2022-2023 by adopting a resolution at least 30 days prior to the township annual meeting of the electors; and WHEREAS, the township board deems that an adjustment in the salary of the office of is warranted;

THEREFORE BE IT RESOLVED, that as of April 1, 2022, the salary of the office of **Clerk** shall be as follows: \$_____.

BE IT ALSO RESOLVED, that this resolution shall be submitted to the electors at the annual meeting to be held on March 19, 2022, at which time the electors may modify these amounts. Pursuant to MCL 41.95(7), such modification(s) that may be made by the electors cannot result in a reduction of salary during an official's term of office unless the responsibilities and requirements of that office are diminished, and the official agrees in writing to that reduction. In the event that the electors fail to act on this resolution, the officer shall be entitled to the salary as established in this resolution, in accordance with state law.

BE IT FURTHER RESOLVED, that this resolution, adopted on February 2, 2022, is properly adopted by the Centerville Township Board of Trustees at least 30 days prior to the annual meeting, as required by law.

The foregoing resolution offered by board member _____.

Supported by board member _____.

Upon roll call vote, the following voted:

Chiles: _____ Hubbell: _____ Pleva: _____ Schaub: _____ Schwantes: _____

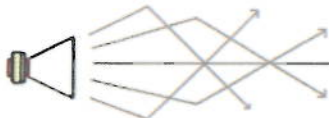
Yeas: __ Nays: __ Motion Carried (Vote: __ - __)

The supervisor declared the resolution adopted.

TOWNSHIP CLERK CERTIFICATE

The undersigned, Clerk of the Township of Centerville, certifies that this resolution was adopted by the Township Board on February 2, 2022 and is effective immediately and is on file in the records of the office.

By _____ Date: _____
Elizabeth Chiles, Clerk



SOUND ENVIRONMENTS

2682 Garfield Road North, Suite 25
Traverse City, Michigan 49686

M A K E Y O U R M E S S A G E C L E A R

Telephone (231)946.1496 Email Info@SoundEnvironmentsLLC.com

ESTIMATE

DATE	ESTIMATE NO.
1/28/2022	CV13122

CUSTOMER

Centerville Township

CUST P.O. #	FREIGHT	PROJECT	REP	REFERENCE
			M.W	
ITEM	DESCRIPTION			QTY
Part-Non Inventory	Peerless SR560M Universal Flat Panel TV Cart (for 32-70" Screens, with Metal Shelf)			1
Part-Non Inventory	55" LED 4K UHD Smart TV			1
Part-Non Inventory	Marshall Electronics CV355-10X Compact 10X Camera Compact 2.5MP 3G/HDSI/HDMI Camera with 10x Zoom			1
Part-Non Inventory	Marshall Electronics CV610-U3-WM Wall Mount Plate for CV610-U3 Camera			1
Part-Non Inventory	IOGEAR GWIIDKIT11 Wireless HDMI Extender (150')			2
Part-Non Inventory	Atomos ATOMCON001 CONNECT 4K HDMI to USB Capture Device			1
Part-Non Inventory	WYRESTORM OFFICE SPEAKERPHONE True Full-Duplex USB Conference Speakerphone			1
Supplies	Misc. hardware, supplies			
Installation/Repair/T...	Sound, Lighting or Video Installation, Repair and/or Training			6
Shipping & Ha	UPS Ground Sales Tax Exempt			1
We Propose: hereby to furnish material and/or labor – complete in accordance with above specifications			Total	\$4,136.50
Terms: Due on receipt				

All material is guaranteed to be as specified. All work to be completed in a workman-like manner according to standard practices. Any alteration or deviation from the above specifications involving extra costs will be executed only upon written orders, and will become an extra charge over and above the estimate. All agreements contingent upon strikes, accidents or delays beyond our control.

Authorized
Signature _____

Note: This proposal may be withdrawn by us if not accepted within 30 days

Acceptance of Proposal — The above prices, specifications and conditions are satisfactory and are hereby accepted. You are authorized to do the work as specified. Payment will be made as outlined above.

Date: _____

Signature _____

CENTERVILLE TOWNSHIP FY 2022-23 LINE ITEM BUDGET				
		2021-22 Budget	2021-22 Actual 12/31/21	Proposed 2022-23
Income				
101-401	Revenues			
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
401-451	Zoning/Permits/Splits	0.00	3,990.00	0.00
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 MI Projection: (in May '21) FY 22 \$177932
401-575	State Shared Metro Revenue	4,000.00	4,397.91	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	Street Improvements 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 Chatelet Area Roads
101-701	Adm Wages	3,200.00	1,925.00	3,500.00 Trustee increase to \$126 & 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
101-900	Printing & Publishing	1,200.00	784.12	1,200.00
101-911	Membership & Dues	1,950.00	1,976.55	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	.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	full days: \$720, 3 2hr meets \$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	2,591.91	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	11,099.97	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	17,500.00	
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	800.00	More election workers this cycle
	Total 101-262 Elections	6,900.00	3,022.08	10,600.00	
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	1,065.00	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, 3hrs 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	26.00	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	
101-951	Insurance & Bonds				
	851-955 Insurance & Bonds	5,500.00	5,118.00	5,500.00	FY 22-21 Operations Costs
	Total 101-951 Insurance & Bonds	5,500.00	5,118.00	5,500.00	Minus Fire Millage Funds
101-871	FIGA and Medicare Taxes	6,000.00	3,951.59	6,000.00	244304.32
101-880	Workers Compensation Insurance	800.00	760.00	800.00	
	Gen Government Misc		563.79		50% Unassigned FY starting balance target
					122,152.16
	Total Expenses	397,246.68	269,798.94	513,646.32	
	Net Revenues	24,053.32	33,759.18	56,312.68	
			Minus ARPA Restricted Funds:	-10,518.32	
			Unrestricted Funds:	10,518.32	From Unrestricted Assigned Road Fund
			Adjusted Balance:	0.00	