

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

SUPERVISOR
JAMES SCHWANTES
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CLERK
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TREASURER
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AGENDA

Wednesday March 10, 2021 7:00PM
Monthly Township Board Meeting
Meeting will be on Zoom only, not in person
Election Commission will meet after Board Meeting

1. Call to Order/Pledge of Allegiance
2. Review Agenda/Additions/Public Comment/Approve Agenda
 1. Public Comment on 2021-22 Draft Budget
3. Previous Meeting Minutes February 3, 2021
4. Township Financial Update
 1. Treasurer's Report
 2. Budget Report – Amendment recommendations
 3. Reconciliation Reports
5. Invoices - Review and authorize payment
6. Clerk Report
7. Correspondence/ Communication
8. Board of Review
9. Zoning Administrator's Report
10. Planning Commission:
 1. Board member report
 2. Next regular meeting: Monday, April 5, 2021 at 6:30PM
11. Cedar Area Fire and Rescue Board
 1. Board member report
 2. Next regular meeting: Thursday, March 18, 2021 at 7:00PM
12. Board – Unfinished Business
 1. Draft budget for 2021-2022
13. Board – New business
14. County Commissioner Report
15. Upcoming Township Meetings:
 1. Annual Meeting: Saturday, March 27, 2021 10AM
 2. Board of Trustees Budget Meeting: immediately following Annual Meeting
 3. April Meeting of the Board of Trustees: April 14, 2021 at 7:00
16. Public Comment
17. Motion to Adjourn

DRAFT

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Wednesday February 3, 2021 7:00PM
Monthly Township Board Meeting
Meeting will be on Zoom only, not in person

PRESENT: James Schwantes, Katrina Pleva, Ron Schaub, Dan Hubbell, Elizabeth Chiles

GUESTS: Patty Ray, Kama Ross, Darlene Doorlag, Pat Conklin

1. **Call to Order/Pledge of Allegiance:** Schwantes called the meeting to order at 7:01 pm
2. **Review Agenda/Additions/Public Comment/Approve Agenda**
 - Amend 8.1 to read: Consider Poverty Exemption and Continuation Resolutions

MOTION: Schwantes moved to approve agenda as amended; seconded by Chiles. Motion carried. Yeas:3
Nays:0
3. **Previous Meeting Minutes January 13, 2021.** No issues or comments.

MOTION: Pleva moved to approve **January 13, 2021 minutes**; seconded by Chiles. Motion carried. Yeas:3
Nays:0
4. **Invoices--Review and authorize payment**

Dan Hubbell joined.

MOTION: Schwantes moved to accept invoices and pay as presented; seconded by Hubbell. Motion carried.
Yeas:4 Nays:0

Follow-up to last month's question about two Consumers' Energy bills: Chiles stated that one of the checks was actually made out to Crystal Flash and not to Consumers', although it was recorded in the Quickbooks register as Consumers'. This has been corrected. Treasurer asked about an issue involving a previous balance with Consumers'. Clerk indicated that there had been 2 checks written when a bill had been received mid-cycle; second check was subsequently voided.
5. **Township Financial Update**
 1. **Treasurer's Report**
 - Treasurer noted that the balance inadvertently had not been updated for this month's report. The actual current balance is \$289,782.83 and not as shown in this month's report.
 - Also noted that the township receives a reimbursement check from the county for PRE refunds that go through the Board of Review, and for which the township writes a check.
 - **Ron Schaub joined.**

MOTION: Chiles moved to accept the Treasurer's report as presented; seconded by Schwantes. Motion carried. Yeas:5 Nays:0
 2. **Reconciliation Report**

- Board will do two reconciliations at the March meeting, one for February and one for March. Given the timing of this month's meeting, it was not possible to do a full reconciliation.

3. Leland Tax Collection Contract

- The collection fees for this particular tax come back to the township.
- Treasurer asked that language in the current budget (page 2: "wages and school collection") that relates to this particular tax as being a portion of her wage, be removed.

MOTION: Schwantes moves to enter the agreement submitted by Leland Public Schools for the township to collect the state education tax for the state of Michigan which is on the summer tax bill for the Leland School District for 2021 and that the collection fee will be \$2.50 per parcel. Seconded by Pleva. Motion carried.

Yeas:5 Nays:0

Schwantes and Chiles have signed and Pleva will forward to school district.

6. Clerk Report—

- A FOIA was received from a national organization requesting that township contact and salary information be made available to ensure that those in government have the ability to contact one another. Clerk took care of this request.

7. Correspondence/ Communications —

- US Census Boundary and Annexation Survey data update for 2021 was completed and contact was changed over to Chiles. No annexations occurred last year.
- Zoom contract was changed to annual coverage.

8. Board of Review

1. Consider Poverty Exemption Extension Resolution and Continuation Resolution.

POVERTY EXEMPTION RESOLUTION

- 2020 legislation requires updating this policy. Supervisor recommends that 100% exemption be continued.
- Application for exemption can be accessed from Township website or a resident can contact Julie Krombeen for assistance. An application can be submitted at any Board of Review.

Resolution to Adopt Poverty Exemption Income Guidelines and Asset Test to Comply with Michigan Public Act 253 of 2020 Resolution # 2021 - 02

The attached resolution offered by board member Schwantes, with the exception of the option now allowing changes to exemption percentage options.

Supported by board member Schaub.

Upon a roll call vote, the following voted:

Chiles: Aye Hubbell: Aye Pleva: Aye Schaub: Aye Schwantes: Aye

Summary: 5 Aye 0 No.

CONTINUATION RESOLUTION

- This resolution allows the exemption for property tax payment to be extended for 3 years without the necessity of re-applying for exemption. This assumes that the applicant still meets the income and ownership qualifications of the original application and completes the form available on the township website.

Resolution to Permit the Continuation of a Poverty Exemption without Subsequent Reapplication as allowed by Public Act 253 of 2020 Resolution # 2021 - 03

The attached resolution offered by board member Schwantes:

Supported by board member Schaub.

Upon a roll call vote, the following voted:

Chiles: Aye Hubbell: Aye Pleva: Aye Schaub: Aye Schwantes: Aye

Summary: 5 Aye 0 No.

2. **BOR member training completed on February 2, 2021.** Board members completed training this year and are certified; starting next year, training will be held every 2 years.

9. Zoning Administrator's Report

- Continuing discussion from previous month-- township lawyer has all necessary paperwork related to contested situations and anticipates having something available by mid-month with regard to legal action.
- Fire chief has completed an examination of Skyline and Camelot fire safety concerns.

10. Planning Commission –

- Board member (Dan Hubbell) report: initial meeting of new year held with Tim Johnson re-elected as Chair; Lindy Kellogg elected as vice-chair.
- Commission set goal for 2021 to examine question of how best to regulate installation of solar panels in the township. Acknowledge importance of balancing regulation that will protect township interests while still encouraging adoption of alternate energy.
- Schwantes requested that Planning Commission seek further input on oversight of short term rentals, noting some associations' expressed concern about overloading septic systems but also sound pollution. Hubbell noted the importance of being both proactive and thoroughly understanding community needs before proceeding to develop regulatory solutions.
- Schwantes noted that he was contacted by 4 individuals last year seeking information about their septic systems, relative to the new septic ordinance. People are aware of the new septic ordinance and Schwantes will continue to work with Cypher regarding oversight of septic systems at the time of property transfers. Our township has had very few transfers to date.
- Next regular meeting on Monday, March 1, 2021 at 7:00 PM

11. Cedar Area Fire and Rescue (CAFR) Board –

1. Board member (Ron Schaub) report: Committee assigned to review fire chief applications met on the day after the job posting closed and narrowed the candidate field to 3 from a total of 9 applicants. Board met on 1/27/2021. Application Committee recommended to the Board that Andy Doornbos be hired to replace Chris Comeaux. All Committee members supported Doornbos' application, indicating that he had done an excellent job as interim fire chief. Board accepted Committee's recommendation and Committee is moving ahead with administrative tasks of background check, developing a salary proposal, etc in preparation for hiring Doornbos.
 - Board approved ALS agreement with Glen Arbor township to cover the Glen Lake Schools.
 - Schaub indicated that he was pleased with how Board was doing on all fronts, including finance management.
2. Next regular meeting: Thursday, February 18, 2021 at 7:00PM

12. Board – Unfinished business

1. Discussion of Draft budget for 2021-2022-
- Follow-up from Treasurer report: remove "school collection" language from current budget relative to Treasurer salary on Budget page 2. The school collection goes into charging for services income category.
- All changes as well as 5% salary related recommendations made at the January meeting were incorporated into the current draft. Following January meeting, Pleva requested that her salary only be increased 3%, rather than 5%. Hubbell suggested that her salary be returned to \$16,600.
- Under Clerk, contracted services were increased to \$1300, which will cover both the township's annual Intuit contract as well as Gaybridge consulting.
- Contractual fees under elections were increased to reflect what will likely continue to be increased future election costs. This increase will cover such expenses as increased ballot printing costs.
- Utilities and Parks increases reflect increased 2020 spend.
- INCOME—Michigan projects that 2021 will be \$115,000 (line item 40157), an increase from \$111,000 in 2020. Budget does not include income from unanticipated sources such as zoning permits and split fees; supervisor indicated that because these tend to be smaller and unpredictable income sources, the budget approach has been to budget without them so that the overall budget income is on a more predictable foundation.
- Budget continues to include a reasonable but not excessive amount (\$10,000) every year for legal fees.

- **Public input for budget:** Schwantes will schedule a public discussion of the budget at the March regular board meeting. A formal public hearing for the budget, that will be appropriately advertised, and adoption of the budget will follow the Township's annual meeting.
- 2. Salary resolutions
 - **Public comment:** Question: why is the township supervisor's salary less than that of treasurer and clerk? Schwantes responded that the supervisor role is more oversight and leadership, whereas both the treasurer and clerk have specific and considerable statutory responsibilities that must be delivered in a timely manner.

Resolution to establish the Supervisor's annual salary

The attached Resolution 2021-04 to set the annual salary of the officer of Supervisor at \$10,700 was offered by board member Hubbell.

Supported by board member Schaub.

Upon a roll call vote, the following voted:

Chiles: Aye Hubbell: Aye Pleva: Aye Schaub: Aye Schwantes: Aye

Summary: 5 Aye 0 No.

Resolution to establish the Clerk's annual salary

The attached Resolution 2021-05 to set the annual salary of the office of Clerk at \$16,600.00 was offered by board member Schwantes.

Supported by board member Pleva.

Upon a roll call vote, the following voted:

Chiles: Aye Hubbell: Aye Pleva: Aye Schaub: Aye Schwantes: Aye

Summary: 5 Aye 0 No.

Resolution to establish the Treasurer's annual salary

The attached Resolution 2021-06 to set the annual salary of the office of Treasurer at \$16,600.00 was offered by board member Schwantes.

Supported by board member Chiles.

Upon a roll call vote, the following voted:

Chiles: Aye Hubbell: Aye Pleva: Aye Schaub: Aye Schwantes: Aye

Summary: 5 Aye 0 No.

The clerk will prepare one resolution package for all 3 salary resolutions and will assign resolution numbers and complete dates.

13. Board – New business

1. Schedule annual meeting

MOTION: Schaub moved to have 2021 annual meeting on Saturday, March 27, 2021 at 10:00AM; seconded by Pleva. Motion carried. Yeas:5 Nays:0 Annual meeting to be held by Zoom only.

2. Discussion of tentative FY21-22 meeting calendar

MOTION: Schwantes moved to continue township monthly meetings on second Wednesday of the month at 7:00 PM with the exception of Feb 2022; seconded by Schaub. Motion carried. Yeas:5 Nays:0

CENTERVILLE TOWNSHIP MEETING SCHEDULE 2021-2022

The Centerville Township Board meets on the 2nd Wednesday of each month at 7:00 PM except as noted (***)

The Centerville Township Planning Commission meets on the 1st Monday of each month at 7:00 PM; except as noted (***) Additional special Planning Commission meetings are called as needed.

Monthly Board Meetings	Planning Commission Meetings
April 14, 2021	April 5, 2021
May 12, 2021	***May – No Meeting
June 9, 2021	June 7, 2021
July 14, 2021	***July – No Meeting

August 11, 2021	August 2, 2021
September 8, 2021	September 6, 2021
October 13, 2021	October 4, 2021
November 10, 2021	November 1, 2021
December 8, 2021	***December – No Meeting
January 12, 2022	January 3, 2022
***February 2, 2022	February 7, 2022
March 9, 2022	March 7, 2022

14. **County Commissioner Report**— commissioner was absent, no report.

15. **Next Board Meetings: Regular meeting: Wednesday, March 10, 2021 at 7:00 PM**

16. **Public Comment** – correct next Planning Commission meeting date to March 1, 2021.

17. **Motion to Adjourn**

MOTION: Chiles moved to adjourn at 8:20 pm.; seconded by Hubbell. Motion carried. Yeas:5 Nays:0

Clerk's Signature: _____ Date: _____

CENTERVILLE TWP TREASURER'S REPORT
As of February 26, 2021

Account Balances:

Chase Tax Fund Cking #9301 (\$956.03) SEE BELOW*
 Chase HI Yield Savings #5793 \$96,647.66
 Chase Business Savings #6868 \$5,039.39
 Chase Commercial Cking #2769 \$193,280.91
TOTAL: \$294,011.93

<u>Receipts</u>	<u>Amount</u>	<u>From</u>	<u>Description</u>
#3060	\$350.00	Tim Cypher, ZA	2 Land Use Permits; 2 Land Divisions
#3061	\$12,939.41	K.Pleva, Treasurer	2020 Tax Coll-Admin Fee-\$501.38; Twp-\$3009.96; Fire/Ambul-\$9428.07
#3062		March Receipt	
#3063	\$1,159.98	Chase Bank	Reversal of payroll check entered 2x
#3064	\$113.60	Local Comm. Stabilization Authority	Personal Prop. Tax Reimbursement
#3065	\$3.87	Chase Bank	Interest

*Balance in account as of 2/26/2021 \$251,851.70
 Less payout to be done: \$252,807.73
 Remainder are township funds (\$956.03)
 **PRE-refunds of \$2,647.52-Twp will be reimbursed at Settlement time
 ***Transfer of \$6,000.00 from GF to Tax Fund to cover MI Tax Tribunal Judgement 3-8-2021

BUDGET AMENDMENT WORKSHEET FOR FY 20-21									
		FY 2020-21 BUDGET	FY 2020-21 Budget Amendments on 10/14/20	FY2020-21 Budget as Amended on 10/14/20	FY 2020-21 Budget Amendments on 11/10/20	FY2020-21 Budget as Amended on 11/10/20	FY 2020-21 Budget Amendments on 3/10/21	FY2020-21 Budget as Amended on 3/10/21	
Income									
101-401 - Revenues									
401-402 - Property Taxes		63,718.00	0.00	63,718.00	0.00	63,718.00	0.00	63,718.00	FY20-21 TaxVal: 114,107,377 (as of 3/2/20 per L-4022)
401-403 - Fire Operating (mill: 1.75)		199,687.00	0.00	199,687.00	0.00	199,687.00	0.00	199,687.00	FY20-21 TaxVal: 113,746,342 (as of 5/6/20 per L-4034)
401-404 P/LT		600.00	0.00	600.00	0.00	600.00	0.00	600.00	TaxVal * .00175
401-451 - Zoning/Permits/Splits		.00	0.00	.00	0.00	.00	0.00	.00	TaxVal * .00175
401-452 PC Zoning (Site Plan Review)		.00	0.00	.00	0.00	.00	0.00	.00	199,056.10
401-574 - State Shared Sales Tax Revenue		111,000.00	0.00	111,000.00	0.00	111,000.00	0.00	111,000.00	202.04
401-575 - State Shared Metro Revenue		4,000.00	0.00	4,000.00	0.00	4,000.00	0.00	4,000.00	630.90
401-607 - Tax Admin Fee		20,000.00	0.00	20,000.00	0.00	20,000.00	0.00	20,000.00	May 15 Dept of Treasury Revenue Sharing Projections:
401-651 - Charges for Services		3,400.00	0.00	3,400.00	0.00	3,400.00	0.00	3,400.00	FY 20 107,640; FY 21 102,552
401-664 - Interest Earned		1,600.00	0.00	1,600.00	0.00	1,600.00	0.00	1,600.00	8448.00
401-668 - Rents & Royalties		.00	0.00	.00	0.00	.00	0.00	.00	
401-676 - Reimbursements		1,300.00	0.00	1,300.00	0.00	1,300.00	0.00	1,300.00	
Total 101-401 - Revenues		405,305.00	0.00	405,305.00	0.00	405,305.00	3,000.00	406,305.00	Revenue for this on 2-22-21 is \$4095.15
3950 - Other Government Income									
Total Income									
Expense									
101-101 - Township Board									
101-449 - Road Improvements		.00	0.00	.00	0.00	.00	0.00	.00	
101-701 - Adm Wages		2,800.00	0.00	2,800.00	0.00	2,800.00	0.00	2,800.00	Total added expenditures 2/25/21: \$2750
101-726 - Office Supplies		.00	0.00	.00	0.00	.00	600.00	600.00	
101-801 - Legal Fees		10,000.00	-2,000.00	8,000.00	-1,000.00	7,000.00	0.00	7,000.00	
101-802 Auditing Services		2,700.00	0.00	2,700.00	0.00	2,700.00	0.00	2,700.00	
101-900 - Printing & Publishing		1,200.00	0.00	1,200.00	1,000.00	2,200.00	0.00	2,200.00	
101-911 - Memberships & Dues		1,800.00	0.00	1,800.00	0.00	1,800.00	0.00	1,800.00	
101-955 - Miscellaneous		500.00	0.00	500.00	0.00	500.00	0.00	500.00	
Total 101-101 - Township Board		19,000.00	-2,000.00	17,000.00	0.00	17,600.00	600.00	17,600.00	
101-171 - Township Supervisor									
171-701 - Adm Wages		10,200.00	0.00	10,200.00	0.00	10,200.00	0.00	10,200.00	
171-726 - Office Supplies		100.00	0.00	100.00	0.00	100.00	0.00	100.00	
171-801 - Legal fees		250.00	0.00	250.00	0.00	250.00	0.00	250.00	
171-860 - Travel		200.00	0.00	200.00	0.00	200.00	0.00	200.00	
171-955 - Miscellaneous		.00	0.00	.00	0.00	.00	0.00	.00	
171-9601 Education & Training		600.00	0.00	600.00	0.00	600.00	0.00	600.00	
Total 101-171 - Township Supervisor		11,350.00	0.00	11,350.00	0.00	11,350.00	0.00	11,350.00	

		FY 2020-21 BUDGET	FY 2020-21 Budget Amendments on DATE	FY2020-21 Budget as Amended on DATE	FY 2020-21 Budget Amendments on DATE	FY2020-21 Budget as Amended on DATE	FY 2020-21 Budget Amendments on DATE	FY2020-21 Budget as Amended on DATE
101-215- Clerk								
215-701- Wages		15,800.00	0.00	15,800.00	0.00	15,800.00	0.00	15,800.00
215-703 - Part Time Wages		2,400.00	0.00	2,400.00	0.00	2,400.00	600.00	3,000.00
215-726 - Office Supplies/software		1,500.00	0.00	1,500.00	0.00	1,500.00	0.00	1,500.00
215-802 Contracted Services		100.00	0.00	100.00	0.00	100.00	900.00	1,000.00
215-860 - Travel		100.00	0.00	100.00	0.00	100.00	0.00	100.00
215-930 Computer Services		.00	0.00	.00	0.00	.00	200.00	200.00
215-960 - Education & Training		100.00	0.00	100.00	0.00	100.00	450.00	550.00
101-215 Clerk-Other			0.00		0.00		0.00	.00
Total 101-215 - Clerk		20,000.00	0.00	20,000.00	0.00	20,000.00	2,150.00	22,150.00
101-247 - Board of Review								
247-703 - Part Time Wages		1,400.00	0.00	1,400.00	0.00	1,400.00	0.00	1,400.00
247-800 - Printing & Publishing		200.00	0.00	200.00	0.00	200.00	0.00	200.00
247-960 - Education & Training		600.00	0.00	600.00	0.00	600.00	0.00	600.00
Total 101-247 - Board of Review		2,200.00	0.00	2,200.00	0.00	2,200.00	0.00	2,200.00
101-253 - Treasurer								
253-701 - Wages & School Col.		15,800.00	0.00	15,800.00	0.00	15,800.00	0.00	15,800.00
253-703 - Part Time Wages		2,400.00	0.00	2,400.00	0.00	2,400.00	0.00	2,400.00
253-726 - Office Supplies/Software		1,500.00	0.00	1,500.00	0.00	1,500.00	0.00	1,500.00
253-802 - Contracted Services		3,000.00	0.00	3,000.00	0.00	3,000.00	0.00	3,000.00
253-860 - Travel		150.00	0.00	150.00	0.00	150.00	0.00	150.00
253-930 - Computer Services		200.00	0.00	200.00	0.00	200.00	0.00	200.00
253-960 - Education & Training		200.00	0.00	200.00	0.00	200.00	0.00	200.00
Total 101-253 - Treasurer		23,250.00	0.00	23,250.00	0.00	23,250.00	0.00	23,250.00
101-257 - Assessor								
257-701 - Wages		14,800.00	0.00	14,800.00	0.00	14,800.00	0.00	14,800.00
257-726 - Office Supplies		800.00	0.00	800.00	0.00	800.00	0.00	800.00
257-802 Contracted Services		.00	0.00	.00	0.00	.00	0.00	.00
257-860 - Travel		200.00	0.00	200.00	0.00	200.00	0.00	200.00
257-900 - Printing & Publishing		1,000.00	0.00	1,000.00	0.00	1,000.00	0.00	1,000.00
257-960 - Education & Training		200.00	0.00	200.00	0.00	200.00	0.00	200.00
Total 101-257 - Assessor		17,000.00	0.00	17,000.00	0.00	17,000.00	0.00	17,000.00
101-262 - Elections								
262-701 - Wages-Part time		6,000.00	0.00	6,000.00	0.00	6,000.00	0.00	6,000.00
262-726 - Office Supplies		3,500.00	2,000.00	5,500.00	0.00	5,500.00	0.00	3,500.00
262-802 - Contractual Fees		900.00	0.00	900.00	0.00	900.00	0.00	900.00
262-860 - Travel		300.00	0.00	300.00	0.00	300.00	0.00	300.00
262-960 Education & Training		.00	0.00	.00	0.00	.00	0.00	.00
262-900 - Printing & Publishing		300.00	0.00	300.00	0.00	300.00	0.00	300.00
Total 101-262 - Elections		11,000.00	2,000.00	13,000.00	0.00	13,000.00	0.00	11,000.00

		FY 2020-21 BUDGET	FY 2020-21 Budget Amendments on DATE	FY2020-21 Budget as Amended on DATE	FY 2020-21 Budget Amendments on DATE	FY2020-21 Budget as Amended on DATE	FY 2020-21 Budget Amendments on DATE	FY2020-21 Budget as Amended on DATE
101-265 - Township Hall								
265-931 Hall Upgrade		10,000.00	0.00	10,000.00	0.00	10,000.00	0.00	10,000.00
265-740 - Operating Supplies		500.00	0.00	500.00	0.00	500.00	0.00	500.00
265-760 - Janitorial Services		1,300.00	0.00	1,300.00	0.00	1,300.00	0.00	1,300.00
265-920 - Utilities-Electric		300.00	0.00	300.00	0.00	300.00	0.00	300.00
265-921 Internet Services		1,300.00	0.00	1,300.00	0.00	1,300.00	0.00	1,300.00
265-922 - Utilities-Heat		1,200.00	0.00	1,200.00	0.00	1,200.00	0.00	1,200.00
265-930 - Repairs & Maintenance		4,900.00	0.00	4,900.00	0.00	4,900.00	0.00	4,900.00
Total 101-265 - Township Hall		19,500.00	0.00	19,500.00	0.00	19,500.00	0.00	19,500.00
101-336 - Fire Department								
336-801 - Administrative Fee		220,973.03	0.00	220,973.03	0.00	220,973.03	0.00	220,973.03
336-970 - Fire Department - Other		525.00	0.00	525.00	0.00	525.00	0.00	525.00
336-975 - Future Vehicle Fund		.00	0.00	.00	0.00	.00	0.00	.00
Total 101-336 - Fire Department		221,498.03	0.00	221,498.03	0.00	221,498.03	0.00	221,498.03
101-448 - Street Lighting								
448-920 - Utilities-Electric		750.00	0.00	750.00	0.00	750.00	0.00	750.00
Total 101-448 - Street Lighting		750.00	0.00	750.00	0.00	750.00	0.00	750.00
101-721 - Planning								
721-701 - Part Time Wages		5,250.00	0.00	5,250.00	0.00	5,250.00	0.00	5,250.00
721-801 - Legal Fees & Professional		1,000.00	0.00	1,000.00	0.00	1,000.00	0.00	1,000.00
721-860 - Travel		200.00	0.00	200.00	0.00	200.00	0.00	200.00
721-900 - Printing & Publishing		300.00	0.00	300.00	0.00	300.00	0.00	300.00
721-960 - Education & Training		750.00	0.00	750.00	0.00	750.00	0.00	750.00
Total 101-721 - Planning		7,500.00	0.00	7,500.00	0.00	7,500.00	0.00	7,500.00
101-722 - Zoning Board of Appeals								
722-701 - Part Time Wages		300.00	0.00	300.00	0.00	300.00	0.00	300.00
722-801 Legal Fees		.00	0.00	.00	0.00	.00	0.00	.00
722-860 Travel		100.00	0.00	100.00	0.00	100.00	0.00	100.00
722-900 - Printing & Publishing		50.00	0.00	50.00	0.00	50.00	0.00	50.00
722-960 Education		300.00	0.00	300.00	0.00	300.00	0.00	300.00
Total 101-722 - Zoning Board of Appeals		750.00	0.00	750.00	0.00	750.00	0.00	750.00
101-723 - Zoning Administrator								
723-701 - Contracted Services		13,000.00	0.00	13,000.00	0.00	13,000.00	0.00	13,000.00
723-860 - Travel		0.00	0.00	0.00	0.00	0.00	0.00	0.00
101-723 Zoning Administrator - Other								
Total 101-723 Zoning Administrator		13,000.00	0.00	13,000.00	0.00	13,000.00	0.00	13,000.00
101-751 - Parks								
751-801 - Contracted Services		700.00	0.00	700.00	0.00	700.00	0.00	700.00
751-930 - Repairs & Maintenance		2,500.00	0.00	2,500.00	0.00	2,500.00	0.00	2,500.00
Total 101-751 - Parks		3,200.00	0.00	3,200.00	0.00	3,200.00	0.00	3,200.00
101-851 - Insurance & Bonds								
851-955 - Insurance & Bonds		5,100.00	0.00	5,100.00	0.00	5,100.00	0.00	5,200.00
Total 101-851 - Insurance & Bonds		5,100.00	0.00	5,100.00	0.00	5,100.00	100.00	5,200.00
101-862 - FICA & Medicare Taxes		5,600.00	0.00	5,600.00	0.00	5,600.00	0.00	5,600.00
101-871 - Workers Compensation Insurance		1,100.00	0.00	1,100.00	0.00	1,100.00	0.00	1,100.00
4000 Reconciliation Discrepancies								
Total Expense		381,798.03	0.00	381,798.03	0.00	381,798.03	2,950.00	382,748.03
Net Income		23,506.97	0.00	23,506.97	0.00	23,506.97	0.00	23,506.97
		23,506.97		23,506.97		23,506.97		25,556.97

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

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

CLERK
ELIZABETH CHILES
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TRUSTEE
RONALD SCHAUB
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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 March 10, 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 January in 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 2 deposits to and 2 expenditures from the General Fund for review.

Supervisor's comments: This review was held in March because the February meeting date was too early to assemble the needed documentation. The 2 deposits matched 7 receipts. The expenditures for election supplies and accounting consultation were appropriate. No issues or concerns 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

January 01, 2021 through January 29, 2021
Account Number: **000000771382769**

Jim

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

00019981 DRE 021 210 03421 NNNNNNNNNN 1 000000000 D2 0000
CENTERVILLE TOWNSHIP
GENERAL FUND ACCOUNT
5001 S FRENCH RD
CEDAR MI 49621



CHECKING SUMMARY

Chase Platinum Business Checking

	INSTANCES	AMOUNT
Beginning Balance		\$154,170.36
Deposits and Additions	2	97,692.02
Checks Paid	17	-2,174.29
Electronic Withdrawals	10	-6,337.79
Fees	1	-25.00
Ending Balance	30	\$243,325.30

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
01/15	Remote Online Deposit	2	\$89,111.67
01/21	Remote Online Deposit	2	8,580.35
Total Deposits and Additions			\$97,692.02

CHECKS PAID

CHECK NO.	DESCRIPTION	DATE PAID	AMOUNT
5123 ^		01/11	\$129.29
5207 * ^		01/11	69.26
5267 * ^		01/11	69.26
5301 * ^		01/05	23.08
5318 * ^		01/15	41.56
5319 ^		01/29	41.56
5320 ^		01/15	41.56
5322 * ^		01/21	273.96

CHASE for BUSINESS
Printed from Chase for Business

Chase QuickDeposit receipt

Date	Jan 15, 2021
Account number ending in	PLAT BUS CHECKING (...2769)
Deposit amount	\$89,111.67
Available balance ¹	\$147,516.68
Current balance ²	\$236,628.35

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

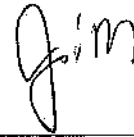
Thank you.

JPMorgan Chase Bank, N.A.

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

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

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

CHASE *for* BUSINESS
Printed from Chase for Business

Chase QuickDeposit receipt

Date: Jan 21, 2021

Account number ending in PLAT BUS CHECKING (...2769)

Deposit amount \$8,580.35

Available balance¹ \$235,575.87

Current balance² \$244,156.22

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

Thank you.

JPMorgan Chase Bank, N.A.

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

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

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

PRESCRIBED BY BUREAU OF LOCAL GOVERNMENT SERVICES MICHIGAN DEPARTMENT OF TREASURY

OFFICIAL RECEIPT

**CENTERVILLE TOWNSHIP
CEDAR MICHIGAN
LEELANAU COUNTY**

No **3053**

DATE 1-13-21

RECEIVED FROM Tim Cypher, LPA \$ 50.00

DOLLARS

FUND	ACCOUNT NO.	AMOUNT
WWS chng	#2709	50.00
	CR #375	

IN PAYMENT FOR LUP
Tombank - from
November 2020
report
H Kleva

AUTHORIZED SIGNATURE

FORM NO. 110-12 (REV 2/14)

PRESCRIBED BY BUREAU OF LOCAL GOVERNMENT SERVICES MICHIGAN DEPARTMENT OF TREASURY

OFFICIAL RECEIPT

**CENTERVILLE TOWNSHIP
CEDAR MICHIGAN
LEELANAU COUNTY**

No **3054**

DATE 1-13-21

RECEIVED FROM Kalamazoo Cty \$ 7.82

DOLLARS

FUND	ACCOUNT NO.	AMOUNT
WWS chng	#2709	7.82
	CR #112605	

IN PAYMENT FOR 2020 Comm'l
Forest Dist.
Twp - 1.89
Fire/Ambul - 5.93
H Kleva

AUTHORIZED SIGNATURE

FORM NO. 110-12 (REV 2/14)

PRESCRIBED BY BUREAU OF LOCAL GOVERNMENT SERVICES MICHIGAN DEPARTMENT OF TREASURY

OFFICIAL RECEIPT

CENTERVILLE TOWNSHIP
CEDAR MICHIGAN
LEELANAU COUNTY

No **3055**

DATE 1-13-21

RECEIVED FROM Tim Caplan, 2A \$ 390.00

DOLLARS

FUND	ACCOUNT NO.	AMOUNT
Land Use	# 2709	290.00
Platz	# 240	50.00
Route Conversion	# 1070	49.00 For Platz
Rotabanger	# 3016	100.00
Platz	# 3019	100.00 - Land

IN PAYMENT FOR Land Use Permits; One Fund Dr.

K Klem

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 **3056**

DATE 1-13-21

RECEIVED FROM State of MI \$ 21,409.00

DOLLARS

FUND	ACCOUNT NO.	AMOUNT
Land Use	# 2709	21,409.00
CR	# 103772.02	

IN PAYMENT FOR sales tax revenue

Sept/Oct 2020
K Klem

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 **3057**

DATE 1-15-21

RECEIVED FROM K Klem, Treas. \$ 67,354.85

DOLLARS

FUND	ACCOUNT NO.	AMOUNT
Land Use	# 2709	67,354.85
CR	# 5117	

IN PAYMENT FOR 2020 Tax Coll.
It & min. fee - 3-206.81
w-2059.20

TWP - 12,151.36
Fire/Hambur - 49,337.48

K Klem

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 **3058**

DATE 1-21-2021

RECEIVED FROM K. Kleva, Treasurer \$ 850.25

DOLLARS

FUND	ACCOUNT NO.	AMOUNT
<u>1000</u>	<u>1000</u>	<u>850.25</u>

IN PAYMENT FOR 1000 Tax Coll.
1000 Tax Coll. - 1-11-21
1000 Tax Coll. - 1-11-21
1000 Tax Coll. - 1-11-21
1000 Tax Coll. - 1-11-21
K. Kleva

AUTHORIZED SIGNATURE

FORM NO. 10A-12 (REV 2/14)

PRESCRIBED BY BUREAU OF LOCAL GOVERNMENT SERVICES, MICHIGAN DEPARTMENT OF TREASURY

OFFICIAL RECEIPT

**CENTERVILLE TOWNSHIP
CEDAR MICHIGAN
LEELANAU COUNTY**

No **3059**

DATE 1-29-21

RECEIVED FROM Christa Kunk \$ 4.01

DOLLARS

FUND	ACCOUNT NO.	AMOUNT
<u>1000</u>	<u>1000</u>	<u>3.7</u>

IN PAYMENT FOR Interest
Interest
Interest
Interest
K. Kleva

AUTHORIZED SIGNATURE

FORM NO. 10A-12 (REV 2/14)

CENTERVILLE TOWNSHIP
 Monthly Check Journal with Totals Sorted by Check#

Dec-10 through Jan-13 Jan. 13 - B.B.D.

Type	Date	Num	Name	Memo	Account	Debit	Credit
Paycheck	01/13/2021	ACH	CHILES, BETH CHILES, BETH		015 - CHASE CHECKING GEN FUND 2769 215-701 - Wages	1,316.67	1,149.81
Paycheck	01/13/2021	ACH	HUBBELL (TRUSTEE), DANIEL HUBBELL (TRUSTEE), DANIEL HUBBELL (TRUSTEE), DANIEL		015 - CHASE CHECKING GEN FUND 2769 101-701 - Adm Wages 721-701 - Part Time Wages	1,316.67	1,149.81 92.35
Paycheck	01/13/2021	ACH	KROMBEEN (ASSESSOR), JULIE KROMBEEN (ASSESSOR), JULIE		015 - CHASE CHECKING GEN FUND 2769 257-701 - Wages	1,233.33	92.35 1,086.56
Paycheck	01/13/2021	ACH	PLEVA (TREASURER), KATRINA PLEVA (TREASURER), KATRINA		015 - CHASE CHECKING GEN FUND 2769 253-701 - Wages & School Col.	1,233.33	1,086.56 1,159.99
Paycheck	01/13/2021	ACH	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	1,316.67	1,159.99 78.10
Paycheck	01/13/2021	ACH	SCHAUB (TRUSTEE), RONALD J SCHAUB (TRUSTEE), RONALD J		015 - CHASE CHECKING GEN FUND 2769 101-701 - Adm Wages	100.00	78.10 92.35
Check	01/13/2021	ACH	CYPHER GROUP, INC CYPHER GROUP, INC	December December 2020	015 - CHASE CHECKING GEN FUND 2769 723-701 - Contracted Services	1,000.00	1,000.00
Check	01/13/2021	ACH	Dan Hubbell	reimbursement for filing fee	015 - CHASE CHECKING GEN FUND 2769	1,000.00	1,000.00
Paycheck	01/13/2021	ACH	SCHWANTES (SUPERVISOR), JAMES SCHWANTES (SUPERVISOR), JAMES		015 - CHASE CHECKING GEN FUND 2769 171-701 - Adm Wages	0.00	100.00 748.84
Check	01/13/2021	ACH	JAMES SCHWANTES JAMES SCHWANTES	Zoom for December Zoom - December	015 - CHASE CHECKING GEN FUND 2769 101-955 - Miscellaneous	850.00	748.84 15.89
Liability Check	01/06/2021	EFT	United States Treasury		015 - CHASE CHECKING GEN FUND 2769	15.89	15.89
Check	12/10/2020	5316	Election Source Election Source	Inv # 20-86633 test checks, tabulator coding	015 - CHASE CHECKING GEN FUND 2769 282-726 - Office Supplies	0.00	813.90 570.00
Paycheck	12/10/2020	5317	PLEVA (TREASURER), KATRINA PLEVA (TREASURER), KATRINA		015 - CHASE CHECKING GEN FUND 2769 253-701 - Wages & School Col.	570.00	570.00 88.10
Paycheck	01/13/2021	5318	KUHN (BOR), RAY KUHN (BOR), RAY		015 - CHASE CHECKING GEN FUND 2769 247-703 - Part Time Wages	0.00	88.10 41.56

Credit Column shows NET CHECK TOTALS

CENTERVILLE TOWNSHIP Monthly Check Journal with Totals Sorted by Check# Dec 10 through Jan 13

Type	Date	Num	Name	Memo	Account	Debit	Credit
Paycheck	01/13/2021	5319	ROSE, JOHN ROSE, JOHN		015 - CHASE CHECKING GEN FUND 2769 247-703 - Part Time Wages	45.00	41.56
Paycheck	01/13/2021	5320	ROSS (BORI), KAMA ROSS (BORI), KAMA		015 - CHASE CHECKING GEN FUND 2769 247-703 - Part Time Wages	45.00	41.56
Check	01/13/2021	5321	SHANNON ROLITZAHN SHANNON ROLITZAHN	Hall cleaning 9-9,10-4,11-9,12-9;upper hall 11-19 Hall cleaning 9-9,10-4,11-9,12-9;upper hall 11-19	015 - CHASE CHECKING GEN FUND 2769 265-760 - Janitorial Services	45.00	41.56
Check	01/13/2021	5322	TIME WARNER CABLE	Inv 086220701010121 : December 2020 and January 2021	015 - CHASE CHECKING GEN FUND 2769	250.00	250.00
Check	01/13/2021	5323	GABRIDGE & COMPANY, PCL GABRIDGE & COMPANY, PCL	Inv 7333008 QB help	015 - CHASE CHECKING GEN FUND 2769 215-960 - Education & Training	0.00	273.96
Check	01/13/2021	5324	SCHAUB OUTDOOR SERVICES SCHAUB OUTDOOR SERVICES	Centerville Twp Plowing snow plowing 12.22 and 12.28	015 - CHASE CHECKING GEN FUND 2769 265-930 - Repairs & Maintenance	110.00	110.00
Check	01/13/2021	5325	CONSUMERS ENERGY CONSUMERS ENERGY	acct 1000 0031 1496 December street lighting	015 - CHASE CHECKING GEN FUND 2769 448-920 - Utilities-Electric	132.00	132.00
Check	01/13/2021	5326	LEELANAU ENTERPRISE TRIBUNE LEELANAU ENTERPRISE TRIBUNE	cust 1101 two notices - synopsis	015 - CHASE CHECKING GEN FUND 2769 215-902 - Contracted Services	135.55	135.55
Check	01/13/2021	5327	WILLIAMS AND BAY PORTABLE RESTROO... WILLIAMS AND BAY PORTABLE RESTROO...	138205 Nov. 17-23	015 - CHASE CHECKING GEN FUND 2769 751-801 - Contracted Services	150.30	150.30
Check	01/13/2021	5328	CHERRYLAND ELECTRIC CO-OP CHERRYLAND ELECTRIC CO-OP	6311010 Nov. 13 to Dec. 13, 2020	015 - CHASE CHECKING GEN FUND 2769 285-920 - Utilities-Electric	24.75	24.75
Check	01/13/2021	5329	CEDAR AREA FIRE & RESCUE CEDAR AREA FIRE & RESCUE CEDAR AREA FIRE & RESCUE	4th Qrt 2020-21 Operations and Capital Improvement 4th Qrt 2020-21 Operations Assessment 4th Qrt 2020-21 Capital Improvement Assessment	015 - CHASE CHECKING GEN FUND 2769 336-801 - Administrative Fee 336-801 - Administrative Fee	9.06	9.06
Check	01/13/2021	5330	CONSUMERS ENERGY CONSUMERS ENERGY	November	015 - CHASE CHECKING GEN FUND 2769 448-920 - Utilities-Electric	55,243.26	55,243.26
Check	01/13/2021	5331	CONSUMERS ENERGY CONSUMERS ENERGY	acct 1000 0031 1495 November Street Lights	015 - CHASE CHECKING GEN FUND 2769 448-920 - Utilities-Electric	225.92	225.92
Check	01/13/2021	5332	UNEMPLOYMENT INSURANCE AGENCY	38-2297948 : Acct # 0802070 000	015 - CHASE CHECKING GEN FUND 2769	67.41	67.41
						0.00	39.82

Credit Column shows NET CHECK TOTALS

ElectionSource

INVOICE

4615 Danvers Drive SE
Grand Rapids, MI 49512

November 3, 2020
General Election

DATE	INVOICE #
11/17/2020	20-56633

BILL TO
Centerville Township Beth Chiles 5001 S French Rd Cedar, MI 49621

SHIP TO
Centerville Township Beth Chiles 2080 E Sugar Maple Dr PO Box 203 Cedar, MI 49621

**PLEASE REMIT PAYMENT BY CHECK
OR CREDIT CARD TO: ElectionSource**
4615 Danvers DR SE
Grand Rapids, MI 49512

P.O. NO.	TERMS	ASSOCIATE	DUE DATE
	Net 30	KK	12/17/2020

DESCRIPTION	QTY	U/M	RATE	AMOUNT
Preprinted Test Decks Per Precinct	2		95.00	190.00
Democracy Suite ICX & ICP Tabulator Coding Per Precinct	1		320.00	320.00
Democracy Suite ICX & ICP Tabulator Coding Per additional Split, Out County Dummy Precincts, and/or AVCB Precincts	2		30.00	60.00

Credit Card Type: <input type="checkbox"/> MC <input type="checkbox"/> VISA <input type="checkbox"/> American Express <input type="checkbox"/> Discover	Payments/Credits	\$0.00
Name on Credit Card: _____	Balance Due	\$570.00
Credit Card Number: _____	Total	\$570.00
Expiration Date: ____/____/____ CID Number: _____ (Last 3 digits on back of card)		
Credit card orders are subject to a processing fee from the credit card companies. Fee amounts can be from 3.5% to no more than 7% of the total order amount.		

Visit WWW.ELECTIONSOURCE.COM for all our current products and specials!

Gabridge & Company, PLC

3940 Peninsular Dr SE Ste 200 ■ Grand Rapids, MI 49546

Phone: (616) 538-7100 ■ www.gabridgeco.com

Invoice: 7333008

Date: 12/31/2020

Due Date: 01/30/2021

TOWNSHIP OF CENTERVILLE

5001 S FRENCH RD
CEDAR, MI 49621

For professional service rendered as follows:

Client Meeting

110.00

11/06/2020 QB PR

12/04/2020

Billed Time & Expenses

\$110.00

Invoice Total

\$110.00

<u>12/31/2020</u>	<u>11/30/2020</u>	<u>10/31/2020</u>	<u>09/30/2020</u>	<u>08/31/2020+</u>	<u>Total</u>
110.00	0.00	0.00	0.00	0.00	\$110.00

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

SUPERVISOR
JAMES SCHWANTES
PHONE: 920-5204
Email:
centervillesupervisor@gmail.com

TRUSTEE
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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 March 10, 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 February in 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 2 deposits to and 2_ expenditures from the General Fund for review.

Supervisor's comments: The expenditures for election and office supplies reviewed were appropriate and properly documented. The deposits were documented, including a payroll reversal, 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)



January 30, 2021 through February 26, 2021

Account Number: 000000771382769

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
02/08	Basic Online Payroll Payment 5276228830 To (#####3765) - Reversed	\$1,159.98
02/10	Remote Online Deposit 2	13,289.41
02/24	Orig CO Name:Local Orig ID:1853089611 Desc Date: CO Entry Descr:Local Pmt Sec:CCD Trace#:072000097422681 Eed:210224 Ind ID:45-1020 Ind Name:Centerville Township Trn: 0547422681Tc	113.60
Total Deposits and Additions		\$14,562.99

CHECKS PAID

CHECK NO.	DESCRIPTION	DATE PAID	AMOUNT
5321 ^		02/03	\$250.00
5329 * ^		02/10	55,243.26
5335 * ^		02/05	259.72
5336 ^		02/22	120.05
5337 ^		02/05	53.70
5338 ^		02/08	46.71
5339 ^		02/10	42.28
5340 ^		02/16	50.00
5341 ^		02/08	12.27
5342 ^		02/08	544.60
5345 * ^		02/12	55.41
5346 ^		02/23	55.41
5347 ^		02/12	55.41
Total Checks Paid			\$56,788.82

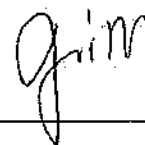
If you see a description in the Checks Paid section, it means that we received only electronic information about the check, not the original or an image of the check. As a result, we're not able to return the check to you or show you an image.

* All of your recent checks may not be on this statement, either because they haven't cleared yet or they were listed on one of your previous statements.

^ An image of this check may be available for you to view on Chase.com.

ELECTRONIC WITHDRAWALS

DATE	DESCRIPTION	AMOUNT
02/02	01/30 Basic Online Payroll Payment 5276228830 To #####3765	\$1,159.98
02/02	01/30 Basic Online Payroll Payment 5276228825 To ###1030	1,150.34
02/02	01/30 Basic Online Payroll Payment 5276228828 To #####6203	1,086.56
02/02	01/30 Basic Online Payroll Payment 5276228826 To #####7827	748.85
02/02	01/30 Basic Online Payroll Payment 5276228831 To #####9471	324.78
02/02	01/30 Basic Online Payroll Payment 5276228829 To #####9504	92.35
02/02	01/30 Basic Online Payroll Payment 5276228827 To #####4265	92.35
02/03	02/02 Basic Online Payroll Payment 5276474562 To #####7827	65.89

CHASE *for* BUSINESS
Printed from Chase for Business

Chase QuickDeposit receipt

Date	Feb 10, 2021
Account number ending in	PLAT BUS CHECKING (...2769)
Deposit amount	\$13,289.41
Available balance ¹	\$236,412.20
Current balance ²	\$249,701.61

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

Thank you.

JPMorgan Chase Bank, N.A.

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

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

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

PRESCRIBED BY BUREAU OF LOCAL GOVERNMENT SERVICES MICHIGAN DEPARTMENT OF TREASURY

**OFFICIAL
RECEIPT**

**CENTERVILLE TOWNSHIP
CEDAR MICHIGAN
LEELANAU COUNTY**

No **3060**

DATE 4-9-21

RECEIVED FROM Tommy C. Gifford, Esq. \$ 350.00
DOLLARS

FUND	ACCOUNT NO.	AMOUNT
Land Acq.	92709	250.00
Land Acq. - Other	92709	100.00
Land Acq. - Other	92709	50.00
Land Acq. - Other	92709	100.00
Land Acq. - Other	92709	100.00

IN PAYMENT FOR _____

100.00 Land Acq.

Land Acq.

K. Kieva

AUTHORIZED SIGNATURE

PRESCRIBED BY BUREAU OF LOCAL GOVERNMENT SERVICES MICHIGAN DEPARTMENT OF TREASURY

OFFICIAL RECEIPT

CENTERVILLE TOWNSHIP
CEDAR MICHIGAN
LEELANAU COUNTY

No **3061**

DATE 2-10-21

RECEIVED FROM M. Kleva, Treasurer

\$ 12,739.91

DOLLARS

FUND	ACCOUNT NO.	AMOUNT
Gen. Fund	1000	12,739.91

IN PAYMENT FOR 2020 Tax Coll.
Admin fee - 501.39
Tax - 2007.16
Env. Fund at - 1426.07
M. Kleva

AUTHORIZED SIGNATURE

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

PRESCRIBED BY BUREAU OF LOCAL GOVERNMENT SERVICES MICHIGAN DEPARTMENT OF TREASURY

OFFICIAL RECEIPT

CENTERVILLE TOWNSHIP
CEDAR MICHIGAN
LEELANAU COUNTY

No **3062**

DATE 3-1-21

RECEIVED FROM M. Kleva, Treasurer

\$ 38,046.97

DOLLARS

FUND	ACCOUNT NO.	AMOUNT
Gen. Fund	1000	38,046.97

IN PAYMENT FOR 2020 Tax Coll.
Admin fee - 1394.76
Tax - 27,669.47
Env. Fund at - 2742.50
M. Kleva

AUTHORIZED SIGNATURE

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

PRESCRIBED BY BUREAU OF LOCAL GOVERNMENT SERVICES MICHIGAN DEPARTMENT OF TREASURY

OFFICIAL RECEIPT

CENTERVILLE TOWNSHIP
CEDAR MICHIGAN
LEELANAU COUNTY

No **3063**

DATE 2-8-21

RECEIVED FROM Steve Kunk

\$ 11,897.72

DOLLARS

FUND	ACCOUNT NO.	AMOUNT
Gen. Fund	1000	11,897.72

IN PAYMENT FOR Reversal of
payroll check acc. denied
entered twice for
same person
M. Kleva

AUTHORIZED SIGNATURE

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

PRESCRIBED BY BUREAU OF LOCAL GOVERNMENT SERVICES MICHIGAN DEPARTMENT OF TREASURY

**OFFICIAL
RECEIPT**

**CENTERVILLE TOWNSHIP
CEDAR MICHIGAN
LEELANAU COUNTY**

No **3064**

DATE 7-14-31

RECEIVED FROM Food Community Development Authority \$ 112.60

DOLLARS

FUND	ACCOUNT NO.	AMOUNT
<u>WPA (Thrup)</u>	<u>57729</u>	<u>112.60</u>

IN PAYMENT FOR Personnel Exp
July Reimbursement

K. Kleva

AUTHORIZED SIGNATURE

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

PRESCRIBED BY BUREAU OF LOCAL GOVERNMENT SERVICES MICHIGAN DEPARTMENT OF TREASURY

**OFFICIAL
RECEIPT**

**CENTERVILLE TOWNSHIP
CEDAR MICHIGAN
LEELANAU COUNTY**

No **3065**

DATE 7-14-31

RECEIVED FROM Central Bank \$ 3.87

DOLLARS

FUND	ACCOUNT NO.	AMOUNT
<u>WPA (Thrup)</u>	<u>57729</u>	<u>3.87</u>
<u>none</u>	<u>#3065</u>	<u>0.11</u>

IN PAYMENT FOR Interest

K. Kleva

AUTHORIZED SIGNATURE

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

CENTERVILLE TOWNSHIP
 Monthly Check Journal with Totals Sorted by Check#

Dec-10 through Jan-13 Feb. 3 - March - 9

Type	Date	Num	Name	Memo	Account	Debit	Credit
Paycheck	02/03/2021	ACH	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	0.00 380.00	324.78
Paycheck	02/03/2021	ACH	CHILES, BETH CHILES, BETH		015 - CHASE CHECKING GEN FUND 2769 215-701 - Wages	380.00	324.78
Paycheck	02/03/2021	ACH	HUBBELL (TRUSTEE), DANIEL HUBBELL (TRUSTEE), DANIEL HUBBELL (TRUSTEE), DANIEL		015 - CHASE CHECKING GEN FUND 2769 101-701 - Adm Wages 721-701 - Part Time Wages	100.00 100.00 0.00	1,150.34
Paycheck	02/03/2021	ACH	KROMBEEN (ASSESSOR), JULIE KROMBEEN (ASSESSOR), JULIE		015 - CHASE CHECKING GEN FUND 2769 257-701 - Wages	100.00	1,150.34
Paycheck	02/03/2021	ACH	PLEVA (TREASURER), KATRINA PLEVA (TREASURER), KATRINA		015 - CHASE CHECKING GEN FUND 2769 253-701 - Wages & School Col.	1,233.33	92.35
Paycheck	02/03/2021	ACH	SCHAUB (TRUSTEE), RONALD J SCHAUB (TRUSTEE), RONALD J		015 - CHASE CHECKING GEN FUND 2769 101-701 - Adm Wages	1,316.67	92.35
Paycheck	02/03/2021	ACH	SCHWANTES (SUPERVISOR), JAMES SCHWANTES (SUPERVISOR), JAMES		015 - CHASE CHECKING GEN FUND 2769 171-701 - Adm Wages	100.00	1,159.98
Check	02/03/2021	ACH	CYPHER GROUP, INC CYPHER GROUP, INC	January January	015 - CHASE CHECKING GEN FUND 2769 723-701 - Contracted Services	850.00 850.00	92.35
Check	02/03/2021	ACH	Beth Chiles 1 Beth Chiles 1 Beth Chiles 1	reimbursement roll of stamps, 2 packs copy paper, 1030 process/mail reimbursement	015 - CHASE CHECKING GEN FUND 2769 215-725 - Office Supplies/Software 252-725 - Office Supplies	1,000.00 97.30 0.00	1,000.00
Check	02/03/2021	ACH	JAMES SCHWANTES JAMES SCHWANTES JAMES SCHWANTES	reimbursement monthly Zoom bill 5 registration fees for training	015 - CHASE CHECKING GEN FUND 2769 101-955 - Miscellaneous 247-960 - Education & Training	97.30 15.89 50.00	97.30
Liability Check	01/16/2021	5334	STATE OF MICHIGAN	38-2297948	015 - CHASE CHECKING GEN FUND 2769	65.89	65.89
Check	01/29/2021	5335	Election Source Election Source	Inv/ 20-55912 Duo Voting Booth, clip on light, "Line Starts Here" sign	015 - CHASE CHECKING GEN FUND 2769 252-725 - Office Supplies	0.00 259.72	657.36
Paycheck	02/03/2021	5336	MILLIRON (DEPUTY TREAS), TESHA MILLIRON (DEPUTY TREAS), TESHA		015 - CHASE CHECKING GEN FUND 2769 253-703 - Part Time Wages	259.72 130.00	259.72
						130.00	120.05

Credit Column shows NET CHECK TOTALS

**Request for Reimbursement for Official Expenditures:
Travel/Merchandise/Services/Training**

*Schedule of
How ACK on
3/2/21*

Date	(From-To) Purpose	Mileage

Date	Explain Purchases Services	Charges	Receipt Attached
1/26	1000 stamps general office	55	✓
1/5	2 packs copy paper	14.82	✓
1/25	Truck 1099 LLC insurance	27.98	✓

The undersigned certifies this voucher is correct:

07.30

[Signature]

Signature of Claimant

Clerk's Action:

approved

Date:

2-1-21

Email: clerk.centerville@gmail.com

Mail: Centerville Twn Clerk

5001 S French Rd., Cedar, MI 49621



L.ELAND
122 N MAIN ST
LELAND, MI 49654-5049
(800)275-8777

Traverse City #1279
125 East South Airport Rd.
Traverse City, MI 49686

01/26/2021 02:02 PM

MI Member 111890089090

Product	Qty	Unit Price	Price
---------	-----	------------	-------

6 @ 6.99

1395061 COPY PAPER 41.94 A

100 Pears	1	\$0.10	\$0.10
----------------------	--------------	-------------------	-------------------

100 Stamps Box	1	\$0.90	\$0.90
---------------------------	--------------	-------------------	-------------------

19 Flag Coll/100	1	\$55.00	\$55.00
------------------	---	---------	---------

Grand Total: \$55.00

Credit Card Remitted \$55.00

Card Name: MasterCard
Account #: XXXXX9066
Approval #: R00320
Transaction #: 525
AID: A000000041010 Chip
AL: MASTERCARD
PIN: Not Required MASTERCARD

VOID

4 @ 6.99

1395061 COPY PAPER 27.96-A

TOTAL NUMBER OF ITEMS SOLD - 2

E 39054 SWEET ONION 4.49

VOID

E 39054 SWEET ONION 4.49-

SUBTOTAL 13.98

TAX 0.84

**** TOTAL **GRAND**

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

Preview your Mail
Track your Packages
Sign up for FREE @
www.informeddelivery.com

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

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

General Office Mailings



or call 1-800-410-7420.

XXXXXXXXXXXX9037 CHIP Read
AID: A000000042203 VERIFIED BY PIN
Seq# 9147 APP#: 077225
EFT/Debit Resp: APPROVED
Tran ID#: 100500009147....
Merchant ID: 991279

APPROVED - Purchase
AMOUNT: \$14.82
01/05/2021 14:57 1279 9 103 38

EFT/Debit 14.82
CHANGE 0.00

TAX A 6.0% 0.84
TOTAL TAX 0.84
TOTAL NUMBER OF ITEMS SOLD - 2
01/05/2021 14:57 1279 9 103 38



21127900901032101051457

OP#: 38 Name: Darnell W.

Thank You!
Please Come Again

Whse:1279 Trn:9 Trn:103 OP:38

Items Sold: 2
M1 01/05/2021 14:57

UFN: 255330-0667
Receipt #: 840-54930550-2-3029735-2
Clark: 66



Elizabeth Chiles <clerk.centerville@gmail.com>

Your Track1099 LLC receipt [#1967-4402]

1 message

Track1099 LLC

Mon, Jan 25, 2021 at 3:12

<receipts+oH9QKLmQgzO9aGcVovs8b3oucP5VkBPi@stripe.com>

PM

Reply-To: Track1099 LLC <support@track1099.com>

To: clerk.centerville@gmail.com

ACK \$97.30

Receipt from Track1099 LLC

Receipt #1967-4402


AMOUNT PAID

DATE PAID

PAYMENT METHOD

\$27.48

January 25, 2021

 - 9066

SUMMARY

[Track1099 Charges] Elizabeth Chiles

\$27.48

<clerk.centerville@gmail.com>

Amount charged

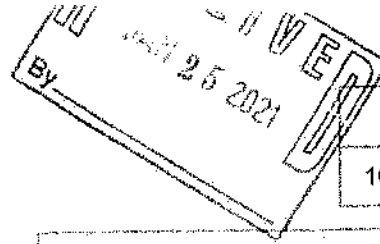
\$27.48

If you have any questions, visit our support site at

ElectionSource

4615 Danvers Drive SE
Grand Rapids, MI 49512

Invoice



DATE	INVOICE #
10/26/2020	20-55912

BILL TO

Centerville Township
Beth Chiles
5001 S French Rd
Cedar, MI 49621

PAID DUE

SHIP TO

Centerville Township
Beth Chiles
2080 E Sugar Maple Dr
PO Box 203
Cedar, MI 49621

RECEIVED

**PLEASE REMIT PAYMENT BY CHECK
OR CREDIT CARD TO: ElectionSource
4615 Danvers DR SE
Grand Rapids, MI 49512**

P.O. NO.	TERMS	ASSOCIATE	DUE DATE
	Net 30	KK	11/25/2020

DESCRIPTION	QTY	U/M	RATE	AMOUNT
Select Duo Voting Booth, NO Light, MADE IN USA.	1		189.00	189.00
HammerHead LED clip on light	1		19.99	19.99
"LINE STARTS HERE" for Table Top Sign.	1		10.50	10.50
UPS Shipped On: 10/22/2020 Service Type: UPS Ground Tracking #: 1Z21WY310358267409	1		40.23	40.23

Credit Card Type: MC VISA American Express Discover

Name on Credit Card: _____

Credit Card Number: _____

Expiration Date: ____/____/____ CID Number: _____ (Last 3 digits on back of card)

Credit card orders are subject to a processing fee from the credit card companies. Fee amounts can be from 3.5% to no more than 7% of the total order amount.

Payments/Credits	\$0.00
Balance Due	\$259.72
Total	\$259.72

Visit WWW.ELECTIONSOURCE.COM for all our current products and specials!

CENTERVILLE TOWNSHIP Monthly Check Journal with Totals Sorted by Check# Jan 14 thru Feb 3 2021

Type	Date	Num	Name	Memo	Account	Debit	Credit
Check	03/10/2021	ACH	JAMES SCHWANTES JAMES SCHWANTES	Zoom - 13 months beginning February 2021 Zoom meetings Feb 2021 plus 12 months.	015 - CHASE CHECKING GEN FUND 2769 101-905 - Miscellaneous	159.46	159.46
Check	03/10/2021	ACH	CYPHER GROUP, INC CYPHER GROUP, INC	February Contract - Feb 2021	015 - CHASE CHECKING GEN FUND 2769 723-701 - Contracted Services	159.46	1,000.00
Paycheck	03/10/2021	ACH	BOOMER (REG SECRETARY), DANA BOOMER (REG SECRETARY), DANA		015 - CHASE CHECKING GEN FUND 2769 721-701 - Part Time Wages	50.00	46.17
Paycheck	03/10/2021	ACH	HUBBELL (TRUSTEE), DANIEL HUBBELL (TRUSTEE), DANIEL HUBBELL (TRUSTEE), DANIEL		015 - CHASE CHECKING GEN FUND 2769 101-701 - Adm Wages 721-701 - Part Time Wages	50.00 100.00 150.00	230.87
Paycheck	03/10/2021	ACH	Ray (Deputy Clerk), Patricia G Ray (Deputy Clerk), Patricia G		015 - CHASE CHECKING GEN FUND 2769 215-703 - Part Time Wages	120.00	96.72
Paycheck	03/10/2021	ACH	CHILES, BETH CHILES, BETH		015 - CHASE CHECKING GEN FUND 2769 215-701 - Wages	1,316.67	1,132.98
Paycheck	03/10/2021	ACH	KROMBEEN (ASSESSOR), JULIE KROMBEEN (ASSESSOR), JULIE		015 - CHASE CHECKING GEN FUND 2769 257-701 - Wages	1,233.33	1,086.56
Paycheck	03/10/2021	ACH	PLEVA (TREASURER), KATRINA PLEVA (TREASURER), KATRINA		015 - CHASE CHECKING GEN FUND 2769 253-701 - Wages & School Col.	1,316.67	1,159.98
Paycheck	03/10/2021	ACH	SCHAUER (TRUSTEE), RONALD J SCHAUER (TRUSTEE), RONALD J		015 - CHASE CHECKING GEN FUND 2769 101-701 - Adm Wages	100.00	92.35
Paycheck	03/10/2021	ACH	SCHWANTES (SUPERVISOR), JAMES SCHWANTES (SUPERVISOR), JAMES		015 - CHASE CHECKING GEN FUND 2769 171-701 - Adm Wages	890.00	748.84
Liability Check	02/16/2021	EFT	United States Treasury	38-2297946	015 - CHASE CHECKING GEN FUND 2769	0.00	815.18
Check	02/17/2021	EFT	CHASE BANK	New Deposit Stamp	253-726 - Office Supplies/Software	38.00	0.00
Paycheck	02/09/2021	5345	KUHN (BOR), RAY KUHN (BOR), RAY		015 - CHASE CHECKING GEN FUND 2769 247-703 - Part Time Wages	60.00	55.41
Paycheck	02/09/2021	5346	ROSE, JOHN ROSE, JOHN		015 - CHASE CHECKING GEN FUND 2769 247-703 - Part Time Wages	60.00	55.41

Credit Column shows NET CHECK TOTALS

CENTERVILLE TOWNSHIP

Monthly Check Journal with Totals Sorted by Check#

Jan 14 thru Feb 3 2021

Type	Date	Num	Name	Memo	Account	Debit	Credit
Paycheck	02/09/2021	5347	ROSS (BOR), KAMA ROSS (BOR), KAMA		015 - CHASE CHECKING GEN FUND 2769 247-703 - Part Time Wages	60.00	55.41
Check	03/10/2021	5348	CRYSTAL FLASH ENERGY CRYSTAL FLASH ENERGY	Apr 83281200 Jan Balance and February	015 - CHASE CHECKING GEN FUND 2769 263-922 - Utilities-Heat	60.00	55.41
Check	03/10/2021	5349	CONSUMERS ENERGY CONSUMERS ENERGY	1000 0031 1496 January and February 2021	015 - CHASE CHECKING GEN FUND 2769 448-920 - Utilities-Electric	597.22	597.22
Check	03/10/2021	5350	TIME WARNER CABLE	Inv # 086220701020121	015 - CHASE CHECKING GEN FUND 2769	151.63	151.63
Check	03/10/2021	5351	CERRYLAND ELECTRIC CO-OP CERRYLAND ELECTRIC CO-OP	6311010 Jan 13 - Feb 13 2021	015 - CHASE CHECKING GEN FUND 2769 265-920 - Utilities-Electric	0.00	136.98
Check	03/10/2021	5352	LEELANAU ENTERPRISE TRIBUNE LEELANAU ENTERPRISE TRIBUNE LEELANAU ENTERPRISE TRIBUNE	dist # 1101 BOR Meeting Notices dist # 1101	015 - CHASE CHECKING GEN FUND 2769 247-900 - Printing & Publishing 101-900 - Printing & Publishing	47.98	47.98
Check	03/10/2021	5353	KCI KCI	Inv 296630 Inv 296630	015 - CHASE CHECKING GEN FUND 2769 257-902 - Contracted Services	477.47	477.47
Check	03/10/2021	5354	OLSON, BZDOK & HOWARD, P.C. OLSON, BZDOK & HOWARD, P.C.	5382-00M Rodgers zoning issue	015 - CHASE CHECKING GEN FUND 2769 101-901 - Legal Fees	477.47	477.47
Check	03/10/2021	5355	SHANNON ROUTZAHN SHANNON ROUTZAHN	138 February cleaning 2021	015 - CHASE CHECKING GEN FUND 2769 265-760 - Janitorial Services	56.00	56.00
Check	03/10/2021	5356	SLEEPING BEAR COMPUTER CARE SLEEPING BEAR COMPUTER CARE	Julie Krombain - assessor Updates to laptop	015 - CHASE CHECKING GEN FUND 2769 257-726 - Office Supplies/Software	50.00	50.00
Check	03/10/2021	5357	LASER PRINTER TECH LASER PRINTER TECH	Inv 212290 Inv 212290	015 - CHASE CHECKING GEN FUND 2769 253-930 - Computer Services	45.00	45.00
Check	03/10/2021	5358	Behl Chiles 1 Behl Chiles 1	stamps and envelopes for W2, W3, 1096 stamps and envelopes for W2, W3, 1096	015 - CHASE CHECKING GEN FUND 2769 216-726 - Office Supplies/Software	74.00	148.00
Check	03/10/2021	5359	Joe Mosher Joe Mosher	New PC Member training New PC member training	015 - CHASE CHECKING GEN FUND 2769 721-960 - Education & Training	15.50	15.50
Check	03/10/2021	5360	KATRINA PLEVA KATRINA PLEVA	envelopes envelopes	015 - CHASE CHECKING GEN FUND 2769 253-726 - Office Supplies/Software	108.00	108.00

Credit Column shows NET CHECK TOTALS

CENTERVILLE TOWNSHIP
Monthly Check Journal with Totals Sorted by Check#
 Jan 14 thru Feb 3 2021

Type	Date	Num	Name	Memo	Account	Debit	Credit
Check	03/10/2021	5361	TIM P. JOHNSON TIM P. JOHNSON	VOID: TWO PC MEETINGS 2021 First quarter 2021 - 2 meetings	015 - CHASE CHECKING GEN FUND 2769 721-701 - Part Time Wages	0.00 0.00	
Paycheck	03/10/2021	5362	DAMM (PC MEMBER), JAMIE DAMM (PC MEMBER), JAMIE		015 - CHASE CHECKING GEN FUND 2769 721-701 - Part Time Wages	0.00 160.00	0.00 138.52
Paycheck	03/10/2021	5363	JOHNSON (PC Chair), TIMOTHY P JOHNSON (PC Chair), TIMOTHY P		015 - CHASE CHECKING GEN FUND 2769 721-701 - Part Time Wages	150.00 180.00	166.23 166.23
Paycheck	03/10/2021	5364	KELLOGG, LINDY KELLOGG, LINDY		015 - CHASE CHECKING GEN FUND 2769 721-701 - Part Time Wages	180.00 150.00	166.23 138.52
Paycheck	03/10/2021	5365	MOSHER, JOSEPH D MOSHER, JOSEPH D		015 - CHASE CHECKING GEN FUND 2769 721-701 - Part Time Wages	150.00 150.00	138.52 132.14
TOTAL						160.00 9,134.43	132.14 9,411.03

Centerville Township
Zoning Administrator's
FEBRUARY 2021 Report

3/6/2021

To: Centerville Township Board & Planning Commission

From: *Timothy A. Cypher*

Land Use Permits Issued:	2	YEAR TO DATE	4
Signs / RENEWALS	0		
Single Family Residences (SFR)	0		
Additions to SFR	0		
Garages / Sheds	1	DENNIS	
Decks & Porches / Misc.	0		
Accessory Buildings	1	COWAN	
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.	0	1	INQUIRY
Private Roads / Driveways	0	0	INQUIRY
Zoning / Site Plan Reviews	0	1	INQUIRY
Construction Site Inspections	5		
Violations/Investigations	1	REVOKED AG EXEMPTION & LUP APPROVALS	
	1	SEE NOTE ON MONTHLY SUMMARY. - ROGERS	
	1	** LAND DIVISION 2 LOTS APPROVED& TRAILER USAGE	
** NOTE - OWNER WALTER AND LAND CONTRACTEE BEING SENT LETTER BY ATTORNEY.			

I also supplied information via 23 phone consultations and 6 via internet to Township residents&others

CALLS - 15 ZONING QUESTIONS

Please feel free to contact me with any questions. 1 LAND DIVISIONS/PLA

tim@allpermits.com Phone 231-360-2557 0 PRIVATE ROAD

1 SITE PLAN REVIEW

0 ZBA QUESTIONS

6 VIOLATIONS

CENTERVILLE TOWNSHIP Z A'S MONTHLY SUMMARY

PERIOD: FEBRUARY 2021

DATE	PERMIT #	NAME	USE	REC. #	CK.#	AMOUNT
2/20/2021 002-006-008-00	LUP 21-03 3000 GOUSTY KNOWE LN.	DENNIS ACCESSORY BUILDING - RES. GARAGE	LAND USE	202103 720 S.F.	19883	\$ 50.00
2/20/2021 002-029-008-11	LUP 21-04 3595 E. GATZKE ROAD	COWAN ACCESSORY BUILDING - STORAGE	LAND USE	202104 1,600 S.F.	367	\$ 75.00

2/28/2021 MCI FINE 1901 **ROGERS** VIOLATION MCLVIO1901 **DELINQUENT 9 MONTHS**
 002-011-024-00 3780 S. LAKESHORE DR MCL VIOLATION FEE - MONTHLY UNTIL COMPLIANCE DETERMINED
**CONSTRUCTION CODE OFFICE MET WITH OWNER STATING MUST COMPLY WITH TOWNSHIP
 ZA FORWARDED INFORMATION TO ATTORNEY LEGAL OPINION TO BE RECEIVED BY LATE MARCH
 THREE YEARS OF EFFORTS BY THE TOWNSHIP AND THE OWNER REFUSES TO COMPLY TO FINISH
 *** ATTORNEY OFFICE CALLED TO NOTIFY THAT FILE WAS ASSIGNED TO ASSOCIATE AND DELAY
 OF FEBRUARY DEADLINE WOULD BE EXTENDED THROUGH MARCH.**

TOTAL \$ 125.00

SIGNED: TIMOTHY A. CYPHER

3/6/2021

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

LINE ITEM BUDGET FOR FY 21-20

Line Item	2020-21 Budget as Amended on 3/10/21	2020-21 Actual 03/02/21	Proposed 2021-22	Comments
Income				
101-401 - Revenues				
401-402 - Property Taxes	63,718.00	45,876.04	67,145.00	FY21-22 TaxVal: 120,244,700 (as of 3/2/21 MIBOR roll)
401-403 - Fire Operating (mill: 2.0)	199,687.00	139,726.39	199,687.00	TaxVal * .000564
401-404 P/LT	600.00	657.48	600.00	TaxVal * .0175 (with Headlee dollars should be same)
401-451 - Zoning/Permits/Spits	.00	4,385.00	.00	67144.64048
401-452 PC Zoning (Site Plan Review)	.00	.00	.00	
401-574 - State Shared Sales Tax Revenue	111,000.00	94,303.00	115,000.00	
401-575 - State Shared Metro Revenue	4,000.00	4,509.66	4,000.00	
401-607 - Tax Admin Fee	20,000.00	23,177.02	22,000.00	
401-651 - Charges for Services	3,400.00	3,516.00	3,400.00	
401-664 - Interest Earned	1,600.00	1,469.65	1,600.00	
401-668 - Rents & Royalties	.00	40.00	.00	
401-676 - Reimbursements	4,300.00	6,095.15	1,300.00	
Total 101-401 - Revenues	408,305.00	323,754.39	414,732.00	
3950 - Other Government Income				
Total Income				
Expense				
101-101 - Township Board				
101-449 - Road Improvements	.00	.00	.00	
101-701 - Adm Wages	2,800.00	2,225.00	3,200.00	Added 4 CAFR meetings for alternate
101-726 - Office Supplies	600.00	427.25	600.00	
101-801 - Legal Fees	7,000.00	447.50	10,000.00	
101-802 Auditing Services	2,700.00	3,200.00	.00	Next Audit is FY 22-23
101-900 - Printing & Publishing	2,200.00	1,965.63	1,200.00	
101-911 - Memberships & Dues	1,800.00	1,845.18	1,950.00	
101-955 - Miscellaneous	500.00	582.46	500.00	
Total 101-101 - Township Board	17,600.00	10,693.02	17,450.00	
101-171 - Township Supervisor				
171-701 - Adm Wages	10,200.00	9,349.99	10,700.00	5% Increase
171-726 - Office Supplies	100.00	57.35	100.00	
171-801 - Legal fees	250.00	.00	250.00	
171-860 - Travel	200.00	49.46	200.00	
171-955 - Miscellaneous	.00	.00	.00	
171-9601 Education & Training	600.00	.00	600.00	
Total 101-171 - Township Supervisor	11,350.00	9,456.80	11,850.00	
101-215 - Clerk				
215-701 - Wages	15,800.00	14,483.38	16,600.00	5% Increase
215-703 - Part Time Wages	3,000.00	2,677.50	3,000.00	Deputy, recording secretary (150 hrs * \$20.00)
215-726 - Office Supplies/software	1,500.00	1,178.47	1,500.00	
215-802 Contracted Services	1,000.00	839.30	1,300.00	
215-860 - Travel	100.00	.00	100.00	
215-930 Computer Services	200.00	180.97	300.00	
215-960 - Education & Training	550.00	210.00	550.00	
Total 101-215 - Clerk	22,150.00	19,569.62	23,350.00	

	2020-21 Budget as Amended on 3/10/21	2020-21 Actual 03/02/21	Proposed 2021-22	
101-247 - Board of Review				
247-703 - Part Time Wages	1,400.00	1,335.00	1,400.00	2 full days: \$720, 3 2hr meets: \$405
247-900 - Printing & Publishing	200.00	126.53	200.00	
247-960 - Education & Training	600.00	138.00	600.00	
Total 101-247 - Board of Review	2,200.00	1,599.53	2,200.00	
101-253 - Treasurer				
253-701 - Wages	15,800.00	14,483.37	16,600.00	5% Increase
253-703 - Part Time Wages	2,400.00	240.00	2,400.00	Deputy (120 hrs * \$20.00)
253-726 - Office Supplies/Software	1,500.00	1,919.83	2,500.00	
253-802 - Contracted Services	3,000.00	2,645.36	3,200.00	
253-860 - Travel	150.00	236.33	300.00	
253-930 - Computer Services	200.00	30.98	200.00	
253-960 - Education & Training	200.00	.00	200.00	
Total 101-253 - Treasurer	23,250.00	19,555.87	25,400.00	
101-257 - Assessor				
257-701 - Wages	14,800.00	13,549.97	15,000.00	\$200.00 raise; about \$10.55 per parcel
257-726 - Office Supplies	800.00	554.00	800.00	
257-802 - Contracted Services	.00	544.60	.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	17,000.00	14,648.57	17,200.00	
101-262 - Elections				
262-701 - Wages-Part time	6,000.00	4,906.13	3,500.00	Increase election worker pay from \$74.00 to \$14.50
262-726 - Office Supplies	5,500.00	5,792.40	1,000.00	Note change in wages per Jan 13 meeting
262-802 - Contractual Fees	900.00	1,015.00	1,100.00	
262-860 - Travel	300.00	.00	500.00	
262-900 - Printing & Publishing	300.00	53.70	300.00	
262-960 - Education & Training	.00	.00	500.00	
Total 101-262 - Elections	13,000.00	11,767.23	6,900.00	
101-265 - Township Hall				
265-931 Hall Upgrade	10,000.00	284.70	10,000.00	Upper Hall new windows
265-740 - Operating Supplies	500.00	9.41	500.00	
265-760 - Janitorial Services	1,300.00	550.00	800.00	\$50*12 (1x a month)+\$200 (upper hall)
265-920 - Utilities-Electric	300.00	376.99	400.00	
265-921 Internet Services	1,300.00	1,371.80	1,700.00	
265-922 - Utilities-Heat	1,200.00	684.42	1,350.00	\$225 x 6 heating months
265-930 - Repairs & Maintenance	4,900.00	1,716.79	4,900.00	Mowing, snow plowing
Total 101-265 - Township Hall	19,500.00	4,994.11	19,650.00	
101-336 - Fire Department				
336-801 - Administrative Fee	220,973.03	212,531.04	233,221.66	Contribution: Operations and Capital
336-970 - Fire Department - Other	525.00	395.00	525.00	Hazmat Participation Fee
336-975 - Future Vehicle Fund	.00	.00	.00	
Total 101-336 - Fire Department	221,498.03	212,926.04	233,746.66	
101-448 - Street Lighting				
448-920 - Utilities-Electric	850.00	752.84	850.00	
Total 101-448 - Street Lighting	850.00	752.84	850.00	

	2020-21 Budget as Amended on 3/10/21	2020-21 Actual 03/02/21	Proposed 2021-22	
101-721 - Planning				
721-701 - Part Time Wages	5,250.00	1,940.00	6,200.00	\$80 for members, \$95 for chair
721-801 - Legal Fees & Professional	1,000.00	.00	1,000.00	
721-860 - Travel	200.00	.00	200.00	
721-900 - Printing & Publishing	300.00	187.88	300.00	
721-960 - Education & Training	750.00	94.00	750.00	
Total 101-721 - Planning	7,500.00	2,221.88	8,450.00	
101-722 - Zoning Board of Appeals				
722-701 - Part Time Wages	300.00	.00	300.00	
722-801 Legal Fees	.00	.00	.00	
722-860 Travel	100.00	.00	100.00	
722-900 - Printing & Publishing	50.00	.00	50.00	
722-960 Education	300.00	.00	300.00	
Total 101-722 - Zoning Board of Appeals	750.00	.00	750.00	
101-723 - Zoning Administrator				
723-701 - Contracted Services	13000	10750.00	13,500.00	12,000 contract + 1,500 misc hours
723-860 - Travel	0.00	102.92		
723-955 - Miscellaneous	0.00	175.00		Miscellaneous to cover Septic administration
Total 101-723 - Zoning Administrator	13,000.00	11,027.92	13,500.00	
101-751 - Parks				
751-801 - Contracted Services	700.00	967.00	1,000.00	
751-930 - Repairs & Maintenance	2,500.00	1,400.00	2,500.00	New tree? \$1000
Total 101-751 - Parks	3,200.00	2,367.00	3,500.00	
101-851 - Insurance & Bonds				
851-955 - Insurance & Bonds	5,200.00	5,118.00	5,500.00	
Total 101-851 - Insurance & Bonds	5,200.00	5,118.00	5,500.00	
101-862 - FICA & Medicare Taxes	5,600.00	5,147.92	6,000.00	FY 21-22 Operations Costs.
101-871 - Workers Compensation Insurance	1,100.00	760.00	800.00	Minus Fire Millage Funds
4000 Reconciliation Discrepancies				197,409.68
Total Expense	384,748.03	332,606.35	357,096.68	
Net Income	23,556.97	-8,851.96	17,635.32	

FY 21-22 Assigned Funds: .00
 FY 21-22 Net Balance: 17,635.32

50% Unassigned balance target

98,704.84

CENTERVILLE TOWNSHIP FY 2021-22 COST CENTER BUDGET

Income			
101-401	Revenues		
401-402	Property Taxes	67,145.00	
401-403	Fire Operating Millage	199,687.00	
401-404	PILT	600.00	
401-451	Zoning/Permits/Splits	.00	
401-452	PC Zoning (Site Plan Review)	.00	
401-574	State Shared Sales Tax Revenue	115,000.00	
401-575	State Shared Metro Revenue	4,000.00	
401-607	Tax Admin Fee	22,000.00	
401-651	Charges for Services	3,400.00	
401-664	Interest Earned	1,600.00	
401-668	Rents & Royalties	.00	
401-676	Reimbursements	1,300.00	
	Total 101-401 - Revenues	414,732.00	
Expense			
101-101	Township Board	17,450.00	
101-171	Township Supervisor	11,850.00	
101-215	Clerk	23,350.00	
101-247	Board of Review	2,200.00	
101-253	Treasurer	25,400.00	
101-257	Assessor	17,200.00	
101-262	Elections	6,900.00	
101-265	Township Hall	19,650.00	
101-336	Fire Department	233,746.68	
101-448	Street Lighting	850.00	
101-721	Planning	8,450.00	
101-722	Zoning Board of Appeals	750.00	
101-723	Zoning Administrator	13,500.00	
101-751	Parks	3,500.00	
101-851	Insurance & Bonds	5,500.00	
101-862	FICA & Medicare Taxes	6,000.00	
101-871	Workers Compensation Insurance	800.00	
	Total Expense	397,096.68	
	Net Income	17,635.32	

Unrestricted Funds: 0.00

Adjusted balance: 17,635.32