

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 May 12, 2021 7:00PM
Monthly Township Board Meeting
Centerville Township Hall
Public may participate via Zoom

1. Call to Order/Pledge of Allegiance
2. Review Agenda/Additions/Public Comment/Approve Agenda
3. Previous Meeting Minutes
 1. April 14, 2021 Regular Meeting
4. Township Financial Update
 1. Treasurer's Report
 2. Reconciliation Report
5. Invoices - Review and authorize payment
6. Clerk Report
7. Correspondence/ Communication
 1. Lake Leelanau Association regarding Lake Board
8. Board of Review
9. Zoning Administrator's Report
10. Planning Commission:
 1. Board member report
 2. Next regular meeting: Monday, June 7, 2021 at 6:30PM
11. Cedar Area Fire and Rescue Board
 1. Board member report
 2. Next regular meeting: Thursday, May 20, 2021 at 7:00PM
12. Board – Unfinished Business
 1. Chalet Streets
 2. Deputy Clerk readiness
 3. Board work taxonomy
13. Board – New business
 1. ARPA Funds
14. County Commissioner Report
15. Upcoming Township Meetings:
 1. Next regular Board of Trustees Meeting: Wednesday, June 9, 2021
16. Public Comment
17. Motion to Adjourn

James Schwantes is inviting you to a scheduled Zoom meeting.

Topic: Board of Trustees Meeting May 12, 2021

Time: May 12, 2021 07:00 PM Eastern Time (US and Canada)

Join Zoom Meeting

<https://us02web.zoom.us/j/81844608430?pwd=OFc2NUcrWndlQnVSZW1XMUVWVa29WZz09>

Meeting ID: 818 4460 8430

Passcode: 834769

One tap mobile

+13126266799,,81844608430#,,,,*834769# US (Chicago)

+13017158592,,81844608430#,,,,*834769# US (Washington DC)

Dial by your location

+1 312 626 6799 US (Chicago)

+1 301 715 8592 US (Washington DC)

+1 929 205 6099 US (New York)

+1 669 900 6833 US (San Jose)

+1 253 215 8782 US (Tacoma)

+1 346 248 7799 US (Houston)

Meeting ID: 818 4460 8430

Passcode: 834769

Find your local number: <https://us02web.zoom.us/j/81844608430?pwd=OFc2NUcrWndlQnVSZW1XMUVWVa29WZz09>

DRAFT

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centervillesupervisor@gmail.com

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clerk.centerville@gmail.com

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tim@allpermits.com

AGENDA

Wednesday April 14, 2021 7:00PM
Monthly Township Board Meeting
Centerville Township Hall
Public may participate via Zoom

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

GUESTS: Patty Ray, Pat Conklin, Darlene Doorlag, Joe Mosher

1. **Call to Order/Pledge of Allegiance:** Schwantes called the meeting to order at 7:00 pm
2. **Review Agenda/Additions (none)/Public Comment (none)/Approve Agenda**
MOTION: Schaub moved to approve agenda; seconded by Pleva. Motion carried. Yeas: 5
Nays:0
3. **Previous Meeting Minutes**
 1. **March 10, 2021 Regular Meeting**
 - **Change: Zoning Administrator's Report** Letter has been transferred to township attorney; expects a letter to be generated by month's end.
MOTION: Pleva moved to accept **March 10, 2021 minutes of the Regular Business Meeting** as amended; seconded by Schaub. Motion carried. Yeas: 5 Nays:0
 2. **March 27, 2021 Budget Meeting**
 - **Spelling:Reinhardt**
 - **Spelling:Doornbos**
 - **Change: #4 Amend 2021- budget to reconcile accounts** Budget amendment for 2020-2021 budget must be made to address increase cost of operating *township street lights* this past year.
 - **Correction: #6.1 Public Hearing on Township Budget for Fiscal Year 2021-22.**
What is \$10,000 in Township Hall upgrade (Category 265) for?
MOTION: Hubbell moved to accept **March 27, 2021 minutes of the Budget Meeting** as amended; seconded by Chiles. Motion carried. Yeas: 5 Nays:0

4. Township Financial Update

1. Treasurer's Report

Still awaiting word on tax settlement from County Treasurer, which is why we currently have receivables on the balance sheet.

MOTION: Schaub moved to accept the Treasurer's report as presented; seconded by Schwantes. Motion carried. Yeas:5 Nays:0

2. **Fund Balance Report** Township has clarified discrepancies in reconciliation with County Treasurer. Currently have \$536,000 balance. Schwantes noted that we are complying with our unassigned balance policy, in that 50% of anticipated expenses (minus fire millage funds already in hand), leaves enough unrestricted funds to cover anticipated road fund expenses while also covering 40% required for our fire department commitment.

3. **Reconciliation Report**—Reconciliation report for March was reviewed and approved by Board. Supervisor Schwantes signed on April 14, 2021.

5. Invoices--Review and authorize payment – no questions

MOTION: Schaub moved to accept invoices and pay as presented; seconded by Chiles. Motion carried. Yeas:5 Nays:0

6. **Clerk Report**—In preparation for the May 4 upcoming election, Clerk has sent our applications to 268 permanent request registered voters in the Leland school district. 104 applications have been returned to date; 104 ballots have been sent and of those, 34 have been returned to date. Public accuracy test will be held on Tuesday, April 20 at 1:00 PM. (Chiles to note change of test from 10 AM(original test time) to 1PM on the website.)

7. Correspondence/ Communications –

- Schwantes received phone call from Brian Price who indicated that the LLLakeAssoc is now working with county commission regarding Lake Board, so no need to address the township at this time.
- D. Doorlag will allow LLLA use of her waterfront for their boats this year so township will not need to use the park for mooring LLLA boat.
- Schwantes reviewed power point slides for CARES funds township will be receiving (\$126,000) and filled out survey to continue to be informed of future updates/news. Currently, infrastructure expenses for CARES funds is defined as sewers, water, and broadband; it was not clear whether roads were included.
- Hall rental requested for June 26, 2021.
- Schwantes to contact plumber about restroom sewer odors.
- Township Park—Schwantes to contact Brian Booth to repair slabs and trim trees.
- Sugar Loaf Chalets have requested Tim Johnson be contacted about short term rental usage at the Chalets.

8. **Board of Review**—Schwantes will be setting up calendar/developing schedule for next AMAR review.

9. **Zoning Administrator's Report**—Schwantes talked with Tim Johnson. Still no input /letter has been received from legal, but Johnson hopes that it will be forthcoming in next month. Unsure of next steps after letter would be received.

10. Planning Commission

1. **Board member (Dan Hubbell) report:** no report. Next meeting will focus on short term rentals.

2. Next regular meeting on Monday, June 7, 2021 at 6:30 PM

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

- 1. Board member (Ron Schaub) report:** Bids have not yet been received on cost to remediate firehouse floor drains, which are required to be separate from drains in the rest of the facility. Expect to have more information at next meeting. Budget currently has an \$85,000 surplus; savings was primarily a result of department not having to pay a chief in interim before A. Doornbos was hired on as chief, but Schaub also noted that the department has done a good job of managing expenses within the budget. Schaub is hopeful that some of surplus can be applied to drain remediation work. October will be next time that 2-year budget is created for the department. Also, work has begun with negotiating with fire union.

2. Next regular meeting: Thursday, April 15, 2021 at 7:00PM

12. Board – Unfinished business—none

13. Board – New business—

1. Adopt Compensation Schedule

Comments: should board member fire department wage be added to schedule? No, township does not pay board member for sitting on CAFR Board. Township pays the board member, but not for their CAFR Board participation. Compensation schedule acts as a payscale for the township, but numbers aren't necessarily seen in the township budget.

MOTION: Pleva moved to approve Compensation Schedule; seconded by Schaub. Motion carried. Yeas:5 Nays:0

- 2. Summer season:** mowing contract with Brian Booth will be renewed. Williams Bay will supply porta-jons at Hohnke park (May Memorial Day weekend-October).
- 3. Consider Chalet Streets project—**with \$70K that is budgeted, along with \$13K of metro fund and a reasonable special assessment to owners, township should be able to meet its 25% obligation in order to initiate this public road improvement. Special assessment process would need to be started in December 2021; Schwantes to clarify special assessment requirements with legal. Special assessment to be done over a 2-year period; assessment is by footage. Schwantes also to contact Brendan Mullane at Leelanau County Road Commission to establish cost in today's dollars and to inform them that we are close to proceeding with project.
- 4. Deputy Clerk and Treasurer readiness—**goal is to have complete capability redundancy in treasurer and clerk deputy positions. Clerk to create a list of deputy duties.
- 5. Process/Systems taxonomy—**Joe Mosher observed that the township has great discipline and controls in place currently. But he suggested that township may want to map their systems and processes in order to support smoother transitions in elected and non-elected roles (such as election chairperson). This would involve identifying core processes of the township (e.g., tax roll collection, budgeting, election management, oversight of Planning Commission, Zoning Board of Appeals (ZBA), CAFR, etc). After identifying core processes, key elements of those processes are identified and described. This includes identifying what work needs to be done, by whom and how work is to be documented. This would allow township to become more process and less people dependent. This then allows township to identify any gaps in their capabilities and develop a plan for remedying gaps. Mosher would be available to assist with taxonomy work.

14. County Commissioner Report—sent via email and posted on township website

15. Upcoming Township Meetings:

1. Next regular Board of Trustees Meeting: Wednesday, May 12, 2021

15. Public Comment –

- Support expressed for taxonomy concept described by Mosher.
- Appreciation expressed for cooperative nature and relationships of the township board
- Appreciation for Zoom meeting format

16. Motion to Adjourn.

MOTION: Hubbell moved to adjourn at 8:16 pm.; seconded by Schaub. Motion carried.

Yeas:5 Nays:0

Clerk's Signature: _____ Date: _____

CENTERVILLE TWP TREASURER'S REPORT
As of April 30, 2021

Account Balances:

Chase Tax Fund Cking #9301	\$3,190.32	SEE BELOW*
Chase HI Yield Savings #5793	\$96,655.94	
Chase Business Savings #6868	\$5,039.83	
Chase Commercial Cking #2769	\$199,122.83	
TOTAL:	\$304,008.92	

<u>Receipts</u>	<u>Amount</u>	<u>From</u>	<u>Description</u>
#3071	\$460.00	Tim Cypher, ZA	Six Land Use Permits
#3072	\$4.15	Chase Bank	Interest

* Balance in acct as of 4-30-21: \$143,904.41
 Less payout to be done: \$140,714.09 Payout done 5/6/21
 Remainder are township funds: \$3,190.32



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Email: dalekatrina@centurytel.net

ZONING ADMIN:
TIM CYPHER
CELL: 360-2557 FAX 256-7774
Email: tim@allpermits.com

MONTHLY RECONCILIATION REPORT

Wednesday May 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 March 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 one deposit to and two expenditures from the General Fund for review.

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

Reviewed by the board & signed by

Supervisor _____ Date: _____

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

CHASE for BUSINESS
Printed from Chase for Business

Jim

Chase QuickDeposit receipt

Date	Apr 15, 2021
Account number ending in	PLAT BUS CHECKING (...2769)
Deposit amount	\$460.00
Available balance ¹	\$265,982.94
Current balance ²	\$266,442.94

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

N^o **3071**

DATE 4.15-31

RECEIVED FROM Tim Cooper 2H \$ 460.00

DOLLARS

FUND	ACCOUNT NO.	AMOUNT
Land Use	73709	
GRVY	71714	30.00
Gravel	71714	112.00
Gravel	71714	112.00
Land Use	73709	45.00
Land Use	73709	45.00
Land Use	73709	46.00

IN PAYMENT FOR _____
 u Land Use
 permit?
 P. Kleva

AUTHORIZED SIGNATURE

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

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

OFFICIAL RECEIPT

CENTERVILLE TOWNSHIP
CEDAR MICHIGAN
LEELANAU COUNTY

N^o **3072**

DATE 4-30-91

RECEIVED FROM Clare Bank \$ 4.15

DOLLARS

FUND	ACCOUNT NO.	AMOUNT
Land Use	73709	2.94
Gravel	71714	0.01

IN PAYMENT FOR _____
 interest
 P. Kleva

AUTHORIZED SIGNATURE

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

CENTERVILLE TOWNSHIP Monthly Check Journal with Totals Sorted by Check# March 11 2021 thru April 14 2021

Type	Date	Num	Name	Memo	Account	Debit	Credit
Paycheck	04/14/2021	5370	ROSS (BOR), KAMA ROSS (BOR), KAMA		015 - CHASE CHECKING GEN FUND 2769 247-703 - Part Time Wages	285.00	283.19
Check	04/14/2021	5371	JAMES SCHWANTES JAMES SCHWANTES	trash bags trash bags	015 - CHASE CHECKING GEN FUND 2769 265-740 - Operating Supplies	285.00	283.19
Check	04/14/2021	5372	Beth Chiles 1 Beth Chiles 1 Beth Chiles 1 Beth Chiles 1	copy paper, election stamps copy paper copy paper Stamps for May 4 election and for new voter postcards	015 - CHASE CHECKING GEN FUND 2769 215-726 - Office Supplies/Software 253-726 - Office Supplies/Software 262-726 - Office Supplies	7.94	7.94
Check	04/14/2021	5373	GABRIDGE & COMPANY, PCL GABRIDGE & COMPANY, PCL	Help with QuickBooks issues Internal issues with QB resulting in incorrect reporting	015 - CHASE CHECKING GEN FUND 2769 215-960 - Education & Training	300.00	300.00
Check	04/14/2021	5374	CHERRYLAND ELECTRIC CO-OP CHERRYLAND ELECTRIC CO-OP	acct # 6311010 March 17 thru April 13	015 - CHASE CHECKING GEN FUND 2769 265-920 - Utilities-Electric	300.00	300.00
Check	04/14/2021	5375	LEELANAU ENTERPRISE TRIBUNE LEELANAU ENTERPRISE TRIBUNE LEELANAU ENTERPRISE TRIBUNE LEELANAU ENTERPRISE TRIBUNE	cust 1101 meeting schedule legal notice meeting schedule and 3x meetings and public hearings message	015 - CHASE CHECKING GEN FUND 2769 101-721 - Planning 101-247 - Board of Review 101-900 - Printing & Publishing	43.30	43.30
Check	04/14/2021	5376	CONSUMERS ENERGY CONSUMERS ENERGY	1000 0031 1496 street lights for March	015 - CHASE CHECKING GEN FUND 2769 448-920 - Utilities-Electric	342.29	342.29
Check	04/14/2021	5377	MUNICIPAL UNDERWRITERS OF MICHIGAN MUNICIPAL UNDERWRITERS OF MICHIGAN	inv# 3948 Par Plan 5-1-21 thru 5-1-22	015 - CHASE CHECKING GEN FUND 2769 851-955 - Insurance & Bonds	72.94	72.94
Check	04/14/2021	5378	CEDAR AREA FIRE & RESCUE CEDAR AREA FIRE & RESCUE CEDAR AREA FIRE & RESCUE	1st Ort Operation Assessment and Capital Improvement 1st Ort Operation Assessment 1st Ort Capital Improvement	015 - CHASE CHECKING GEN FUND 2769 336-801 - Administrative Fee 336-801 - Administrative Fee	5,118.00	5,118.00
Check	04/14/2021	5379	OLSON, BZDOK & HOWARD, P.C. OLSON, BZDOK & HOWARD, P.C.	client file 5382-00m statement 76 consultationms regarding Rogers matter	015 - CHASE CHECKING GEN FUND 2769 101-801 - Legal Fees	588.00	588.00
TOTAL						72,479.66	73,676.52

Request for Reimbursement for Official Expenditures:

Travel/Merchandise/Services/Training

Date	(From-To) Purpose	Mileage

Date	Explain Purchases Services	Charges	Receipt Attached
3/8	copy paper	7.41	✓
3/18	stamps-election	150.00	✓
4/3	copy paper	7.41	✓
4/1	stamps elec.	60.00	✓

The undersigned certifies this voucher is correct:

_____ *B. White*

Signature of Claimant

Clerk's Action: _____ *approved* _____ Date: _____

Email: clerk.centerville@gmail.com

Mail: Centerville Twn Clerk

5001 S French Rd., Cedar, MI 49621

Leelanau Enterprise

The Leelanau Enterprise
7200 E Duck Lake Rd
Lake Leelanau, MI
49653
Tel : (231) 256-9827

Invoice

Centerville Township-Beth Chiles
5001 S French Road
Cedar, MI
49621

Cust #: 1101
Tel #: (231) 620-2130
Statement Date: 03/25/21
Contact: Beth Chiles

Detailed Statement of transactions between 03/01/21 to 03/31/21

Date	Description	Charge	Amount
	Balance forward as of 02/28/21		248.93
03/04/21	INVOICE Ref : 325681 2021-2022 Meeting Schedule Legal Notices, 1 insertions, 03/04/21 - 03/04/21	53.70	
	Total for Ad		53.70
03/04/21	INVOICE Ref : 325682 Boards of Review 2/18,2/25 & 3/4 Legal Notices, 1 insertions, 03/04/21 - 03/04/21	70.29	
	Total for Ad		70.29
03/04/21	INVOICE Ref : 325683 Twp Meetings & Public Hearings 2/25-3/18 Legal Notices, 1 insertions, 03/04/21 - 03/04/21	54.65	
	Total for Ad		54.65
03/11/21	INVOICE Ref: 325871 Twp Meetings & Public Hearings 2/25-3/18 Legal Notices, 1 insertions, 03/11/21 - 03/11/21	54.65	
	Total for Ad		54.65
03/15/21	Payment received - Check Reference #:5352	-248.93	
03/18/21	INVOICE Ref : 326052 Planning Com.2021-2022 Meeting Schedule Legal Notices, 1 insertions, 03/18/21 - 03/18/21	54.35	
	Total for Ad		54.35
03/18/21	INVOICE Ref : 326053 Twp Meetings & Public Hearings 2/25-3/18 Legal Notices, 1 insertions, 03/18/21 - 03/18/21	54.65	
	Total for Ad		54.65

paid (-248.93)

Balance Due	342.29
-------------	--------

RECEIVED
MAR 26 2021
By _____

Nov 4 election ballots



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

03/18/2021 03:57 PM

Product	Qty	Unit Price	Price
Barns	20	\$0.36	\$7.20
Winter Scenes	5	\$11.00	\$55.00
Garden Beauty Bk	8	\$11.00	\$88.00

Grand Total: \$150.20

Credit Card Remitted \$150.20

Card Name: MasterCard
Account #: XXXXXXXXXXXXXXX9066
Approval #: R07385
Transaction #: 882
ATD: A0000000041010 Chip
AL: MASTERCARD
PIN: Not Required MASTERCARD

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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.

OFN: 251650-0612
Receipt #: 840-54930521-2-1354217-1
Clerk: 06



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

04/01/2021 03:08 PM

Product	Qty	Unit Price	Price
CA Dogface	80	\$0.75	\$60.00

Grand Total: \$60.00

Credit Card Remitted \$60.00

Card Name: MasterCard
Account #: XXXXXXXXXXXXXXX9066
Approval #: R01629
Transaction #: 941
ATD: A0000000041010 Chip
AL: MASTERCARD
PIN: Not Required MASTERCARD

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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.

OFN: 251650-0612
Receipt #: 840-54930521-2-1363126-2
Clerk: 06



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

K7 Member: 111890089090

1395061 COPY PAPER	6.99 A
SUBTOTAL	6.99
TAX	0.42
**** TOTAL	7.41
CASH	8.00
CHANGE	0.59

TAX A 6.0% 0.42
 TOTAL TAX 0.42

TOTAL NUMBER OF ITEMS SOLD = 1
~~03/08/2021~~ 14:48 1279 3 89 39



21127900300892103081448

OP#: 39 Name: Lisa S.

Thank You!
 Please Come Again

Whse:1279 Trm:3 Trn:89 OP:39

Items Sold: 1
 K7 03/08/2021 14:48

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

L2 Member 111890089090

1395061 COPY PAPER	6.99 A
SUBTOTAL	6.99
TAX	0.42
**** TOTAL	7.41
CASH	10.00
CHANGE	2.59

TAX A 6.0% 0.42
 TOTAL TAX 0.42

TOTAL NUMBER OF ITEMS SOLD = 1
~~03/08/2021~~ 16:04 1279 8 109 74



21127900801092104031604

OP#: 74 Name: Teresa M.

Thank You!
 Please Come Again

Whse:1279 Trm:8 Trn:109 OP:74

Items Sold: 1
 L2 04/03/2021 16:04

CENTERVILLE TOWNSHIP Monthly Check Journal with Totals Sorted by Check#

April 15 thru May 12 2021

Type	Date	Num	Name	Memo	Account	Debit	Credit
Liability Check	04/21/2021		STATE OF MICHIGAN	38-2297948	015 - CHASE CHECKING GEN FUND 2769	0.00	629.11
Paycheck	05/12/2021		HUBBELL (TRUSTEE), DANIEL HUBBELL (TRUSTEE), DANIEL		015 - CHASE CHECKING GEN FUND 2769 101-701 - Adm Wages	100.00	92.35
Paycheck	05/12/2021		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 215-708 - Part Time Wages	43.50 230.00	230.94
Paycheck	05/12/2021		SCHAUB (TRUSTEE), RONALD J SCHAUB (TRUSTEE), RONALD J		015 - CHASE CHECKING GEN FUND 2769 101-701 - Adm Wages	273.50 100.00	230.94 92.35
Paycheck	05/12/2021		CHILES, BETH CHILES, BETH		015 - CHASE CHECKING GEN FUND 2769 215-701 - Wages	1,383.33	1,194.71
Paycheck	05/12/2021		KROMBEEN (ASSESSOR), JULIE KROMBEEN (ASSESSOR), JULIE		015 - CHASE CHECKING GEN FUND 2769 257-701 - Wages	1,233.33	1,066.56
Paycheck	05/12/2021		PLEVA (TREASURER), KATRINA PLEVA (TREASURER), KATRINA		015 - CHASE CHECKING GEN FUND 2769 171-701 - Adm Wages	891.57	765.56
Paycheck	05/12/2021		SCHWANTES (SUPERVISOR), JAMES SCHWANTES (SUPERVISOR), JAMES		015 - CHASE CHECKING GEN FUND 2769 723-701 - Contracted Services	1,000.00	1,000.00
Check	04/20/2021	5380	ACCIDENT FUND OF MICHIGAN ACCIDENT FUND OF MICHIGAN	Policy # WCY 0158679 33 01 9009314 Annual Payment Policy # WCY 0158679 33 01 9009314	015 - CHASE CHECKING GEN FUND 2769 101-871 - Workers Compensation/Insurance	760.00	760.00
Check	05/12/2021	5381	Election Source Election Source	Inv # 21-1171 Test Ballot Bag	015 - CHASE CHECKING GEN FUND 2769 262-726 - Office Supplies	44.28	44.28
Check	05/12/2021	5382	OLSON, BZDOK & HOWARD, P.C. OLSON, BZDOK & HOWARD, P.C.	client: 5382-00M; Statement 77 RE: Brian Rogers and MDAIRD Right to Farm Act	015 - CHASE CHECKING GEN FUND 2769 101-801 - Legal Fees	254.00	254.00
Check	05/12/2021	5383	BSS&A SOFTWARE BSS&A SOFTWARE BSS&A SOFTWARE	Invoice 134061 annual service/support fee per contract May 2021-2022 annual service/support fee per contract May 2021-2022	015 - CHASE CHECKING GEN FUND 2769 253-728 - Office Supplies/Software 257-726 - Office Supplies/Software	524.00 599.00	1,123.00
Check	05/12/2021	5384	TIME WARNER CABLE	Inv 086220701060121	015 - CHASE CHECKING GEN FUND 2769	0.00	274.96

Credit Column shows NET CHECK TOTALS

CENTERVILLE TOWNSHIP Monthly Check Journal with Totals Sorted by Check#

April 15 thru May 12 2021

Type	Date	Num	Name	Memo	Account	Debit	Credit
Check	05/12/2021	5385	CONSUMERS ENERGY	1000 0031 1496: April 2021	015 - CHASE CHECKING GEN FUND 2769 448-920 - Utilities-Electric	74.72	74.72
Check	05/12/2021	5386	LEELANAU ENTERPRISE TRIBUNE	PAT Notice for May Synopsis for March and April meetings	015 - CHASE CHECKING GEN FUND 2769 262-900 - Printing & Publishing 101-900 - Printing & Publishing	74.72 54.35 140.40	74.72 194.75
Check	05/12/2021	5387	CHERRYLAND ELECTRIC CO-OP	6311010 March 13 - April 13 2021	015 - CHASE CHECKING GEN FUND 2769 285-920 - Utilities-Electric	41.60	41.60
Check	05/12/2021	5388	SHANNON ROUITZAHN	Includes upstairs vacuum	015 - CHASE CHECKING GEN FUND 2769 285-780 - Janitorial Services	75.00	75.00
Check	05/12/2021	5389	STARLES	Inv 8051930517 return address stamp and ink	015 - CHASE CHECKING GEN FUND 2769 215-725 - Office Supplies/Software	75.00 37.95	75.00 37.95
Check	05/12/2021	5390	BORTON, DAVE		015 - CHASE CHECKING GEN FUND 2769 262-701 - Wages-Part time 262-701 - Wages-Part time	138.25 123.25 15.00	127.68 127.68
Check	05/12/2021	5391	Borton, Mary Ann		015 - CHASE CHECKING GEN FUND 2769 262-701 - Wages-Part time	54.38	50.22
Check	05/12/2021	5392	BRADLEY (ELECTIONS), WILLIAM		015 - CHASE CHECKING GEN FUND 2769 262-701 - Wages-Part time	224.75	207.56
Check	05/12/2021	5393	DONALDSON (ELECTIONS), LAURIE M		015 - CHASE CHECKING GEN FUND 2769 262-701 - Wages-Part time 262-701 - Wages-Part time	204.00 15.00	202.24
Check	05/12/2021	5394	Novak, Carol		015 - CHASE CHECKING GEN FUND 2769 262-701 - Wages-Part time	219.00	202.24
Check	05/12/2021	5395	Rose, Janet E		015 - CHASE CHECKING GEN FUND 2769 262-701 - Wages-Part time	108.75	100.43
Check	05/12/2021	5396	Yoder, Elva		015 - CHASE CHECKING GEN FUND 2769 262-701 - Wages-Part time	137.75	121.36
Check	05/12/2021	5397	Yoder, Grace		015 - CHASE CHECKING GEN FUND 2769 262-701 - Wages-Part time 101-955 - Miscellaneous	54.38 245.50 20.16	47.91 247.81
Credit Columns show NET CHECK TOTALS						266.86	247.81

CENTERVILLE TOWNSHIP
Monthly Check Journal with Totals Sorted by Check#

April 15 thru May 12 2021

Type	Date	Num	Name	Memo	Account	Debit	Credit
Check	05/12/2021	5399	SCHAUB OUTDOOR SERVICES SCHAUB OUTDOOR SERVICES	Snow plowing	015 - CHASE CHECKING GEN FUND 2789 285-990 - Repairs & Maintenance	132.00	132.00
						132.00	132.00
TOTAL						10,306.38	10,437.76

Centerville Township
Zoning Administrator's
APRIL 2021 Report

5/8/2021

To: Centerville Township Board & Planning Commission

From: *Timothy A. Cypher*

Land Use Permits Issued:	2	YEAR TO DATE	11
Signs / RENEWALS	0		
Single Family Residences (SFR)	1		
Additions to SFR	1		
Garages / Sheds	0		
Decks & Porches / Misc.	0		
Accessory Buildings	0		
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.	1	AMENDMENT TO PLA - NC	1 INQUIRY
Private Roads / Driveways	0	0 INQUIRY	
Zoning / Site Plan Reviews	0	1 INQUIRY	
Construction Site Inspections	9		
Violations/Investigations	1	REVOKED AG EXEMPTION & LUP APPROVALS	
	1	SEE NOTE ON MONTHLY SUMMARY. - ROGERS	
	1	OWNER REMOVING SHED BUT FACED WITH LEGAL ISSUES	

** NOTE - OWNER WALTER AND LAND CONTRACTEE BEING SENT LETTER BY ATTORNEE

I also supplied information via 14 phone consultations and 9 via internet to Township residents&others

CALLS - 10 ZONING QUESTIONS

Please feel free to contact me with any questions.

tim@allpermits.com

Phone 231-360-2557

- 1 LAND DIVISIONS/PLA
- 0 PRIVATE ROAD
- 1 SITE PLAN REVIEW
- 0 ZBA QUESTIONS
- 2 VIOLATIONS

CENTERVILLE TOWNSHIP ZA'S MONTHLY SUMMARY

PERIOD: APRIL 2021

DATE	PERMIT #	NAME	USE	REC. #	CK.#	AMOUNT
4/11/2021	LUP 21-10	COLLINS	LAND USE	202110		8639 \$ 80.00
002-019-001-80	2891 EITZEN ROAD	DWELLING & PORCH ADDITIONS		370 S.F.		
4/25/2021	LUP 21-11	COMPERCHIO	LAND USE	202111		7533 \$ 195.00
002-009-004-50	3350 S. FRENCH ROAD	NEW DWELLING PORCHES ACCESSORY BLDGS. 3,605 S.F.				

4/30/2021	MCI FINE 1901	ROGERS	VIOLATION	MCLVIO1901	DELINQUENT	11 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 THROUGH LATE MAY.						

TOTAL \$ 275.00

SIGNED:

TIMOTHY A. CYPHER

5/8/2021

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