

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

SUPERVISOR
JAMES SCHWANTES
PHONE: 920-5204
Email: centervillesupervisor@gmail.com
TRUSTEE
DANIEL HUBBELL
PHONE: 228-6390
Email: dan@hubbellfarm.com

CLERK
ELIZABETH CHILES
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Email: clerk.centerville@gmail.com
TRUSTEE
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Email: schaubron@yahoo.com

TREASURER
KATRINA PLEVA
PHONE: 228-5649 FAX: 228-6818
Email: dalekatrina@centurytel.net
ZONING ADMIN:
TIM CYPHER
CELL: 360-2557 FAX 256-7774
Email: tim@allpermits.com

AGENDA

Wednesday September 9, 2020 7:00PM
Monthly Township Board Meeting
Meeting will be in person, but also available on Zoom

1. Call to Order/Pledge of Allegiance
2. Review Agenda/Additions/Public Comment/Approve Agenda
3. Previous Meeting Minutes August 12, 2020
4. Invoices - Review and authorize payment
5. Township Financial Update
 1. Treasurer's Report
 2. Reconciliation Report
 3. Budget Update
 1. Consider amending budget for increased election costs.
6. Clerk Report
7. Correspondence/ Communications
8. Board of Review
9. Zoning Administrator's Report
10. Planning Commission
 1. Board Member Report: no meeting held in August
 2. Next meeting: No meeting scheduled
11. Cedar Area Fire and Rescue Board
 1. Board member report
 2. Policy for appointing CAFR board member consider for adoption
 3. Upcoming meetings: Regular meeting: Thursday September 17, 7:00PM
12. Board – Unfinished business
 1. Deputy Clerk and Deputy Treasurer
 2. Septic ordinance: consider input from board and community
 3. Annual Road Report – Adopt priority list
13. Board – New business
 1. Spectrum/ Charter Contract
 2. Commission and Board openings
14. County Commissioner Report
15. Next Board Meeting: Wednesday, October 14, 2020, at 7:00.
16. Public Comment
17. Motion to Adjourn

CENTERVILLE TOWNSHIP Monthly Check Journal with Totals Sorted by Check# August 13 through September 9 2020

Type	Date	Num	Name	Memo	Account	Debit	Credit
Paycheck	09/06/2020		DANA BOOMER (REC SECRETARY) DANA BOOMER (REC SECRETARY)		015 - CHASE CHECKING GEN FUND 2769 721-701 - Part Time Wages	40.00	36.94
Paycheck	09/06/2020		BETH CHILES BETH CHILES		015 - CHASE CHECKING GEN FUND 2769 215-701 - Wages	40.00	36.94
Paycheck	09/06/2020		JAMES SCHWANTES (SUPERVISOR) JAMES SCHWANTES (SUPERVISOR)		015 - CHASE CHECKING GEN FUND 2769 171-701 - Adm Wages	1,316.67	1,148.81
Paycheck	09/06/2020		JULIE KROMBEEN (ASSESSOR) JULIE KROMBEEN (ASSESSOR)		015 - CHASE CHECKING GEN FUND 2769 257-701 - Wages	1,316.67	1,148.81
Paycheck	09/06/2020		KATRINA PLEVA (TREASURER) KATRINA PLEVA (TREASURER)		015 - CHASE CHECKING GEN FUND 2769 253-701 - Wages & School Col.	850.00	748.84
Paycheck	09/06/2020		RONALD J SCHAUB (TRUSTEE) RONALD J SCHAUB (TRUSTEE)		015 - CHASE CHECKING GEN FUND 2769 101-701 - Adm Wages	850.00	748.84
Check	09/09/2020	EFT	CYPHER GROUP, INC CYPHER GROUP, INC	August 2020 August 2020	015 - CHASE CHECKING GEN FUND 2769 723-701 - Contracted Services	1,233.33	1,086.56
Liability Check	09/09/2020	EFT	United States Treasury	38-2297948	015 - CHASE CHECKING GEN FUND 2769	1,233.33	1,086.56
Paycheck	09/06/2020	5249	Kathleen Tale Kathleen Tale	payment for 2 hour election class payment for 2 hour election class	015 - CHASE CHECKING GEN FUND 2769 262-701 - Wages-Part time	100.00	92.35
Paycheck	09/06/2020	5250	Mary Ann Borton Mary Ann Borton	payment for 2 hour election class payment for 2 hour election class	015 - CHASE CHECKING GEN FUND 2769 262-701 - Wages-Part time	100.00	92.35
Paycheck	09/06/2020	5251	LAURIE M DONALDSON (ELECTIONS) LAURIE M DONALDSON (ELECTIONS) LAURIE M DONALDSON (ELECTIONS) LAURIE M DONALDSON (ELECTIONS) LAURIE M DONALDSON (ELECTIONS)	election pay correction election pay correction election pay correction election pay correction	015 - CHASE CHECKING GEN FUND 2769 262-701 - Wages-Part time 262-701 - Wages-Part time 262-701 - Wages-Part time 101-955 - Miscellaneous	28.00	25.86
Check	09/09/2020	5252	CONSUMERS ENERGY CONSUMERS ENERGY	1000 0031 1496 August 2020 August 2020	015 - CHASE CHECKING GEN FUND 2769 448-920 - Utilities-Electrc	28.00	25.86
Check	09/09/2020	5253	LEELANAU ENTERPRISE TRIBUNE LEELANAU ENTERPRISE TRIBUNE	1376-20 Zoning Ordinance Bound Report	015 - CHASE CHECKING GEN FUND 2769 723-955 - Miscellaneous	28.00	25.86
						343.00	343.00

CENTERVILLE TOWNSHIP
Monthly Check Journal with Totals Sorted by Check#
 August 13 through September 9 2020

Type	Date	Num	Name	Memo	Account	Debit	Credit
Check	09/09/2020	5254	CHERRYLAND ELECTRIC CO-OP CHERRYLAND ELECTRIC CO-OP	acct 6311010 August 2020 acct 6311010 August 2020	015 - CHASE CHECKING GEN FUND 2769 265-920 · Utilities-Electric	35.44	35.44
Check	09/09/2020	5255	BRIAN BOOTH BRIAN BOOTH BRIAN BOOTH	August 2020 August 2020 August 2020	015 - CHASE CHECKING GEN FUND 2769 751-930 · Repairs & Maintenance 265-930 · Repairs & Maintenance	175.00 200.00	375.00
Check	09/09/2020	5256	SHANNON ROUTZAHN SHANNON ROUTZAHN	June, July, August 2020 Hall Cleaning June, July, August 2020 Hall Cleaning	015 - CHASE CHECKING GEN FUND 2769 265-760 · Janitorial Services	150.00	150.00
Check	09/09/2020	5257	Election Source Election Source	inv # 20-52315 preprinted test decks, tabulator coding	015 - CHASE CHECKING GEN FUND 2769 262-726 · Office Supplies	445.00	445.00
Check	09/09/2020	5258	WILLIAMS AND BAY PORTABLE RESTROO... WILLIAMS AND BAY PORTABLE RESTROO...	Inv 132858 and 134883 July and August 2020	015 - CHASE CHECKING GEN FUND 2769 751-801 · Contracted Services	198.00	198.00
Check	09/09/2020	5259	Deluxe Deluxe	order # 2047498826 500 Checks	015 - CHASE CHECKING GEN FUND 2769 215-726 · Office Supplies/Software	198.00	198.00
Check	09/09/2020	5260	Beth Chiles 1 Beth Chiles 1 Beth Chiles 1	stamps for ballot apps, cert letter to UIA, printer paper, disinfecting ... copy paper, cert mail to UIA disinfectant wipes for Nov, stamps for ballot app letters	015 - CHASE CHECKING GEN FUND 2769 215-726 · Office Supplies/Software 262-726 · Office Supplies	313.23 14.36 28.35	313.23 42.71
TOTAL						7,957.97	8,243.73

CENTERVILLE TWP TREASURER'S REPORT

As of August 31, 2020

Account Balances:

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

TOTAL:

\$3,184.00
 \$96,624.15
 \$5,038.16
 \$109,374.22
\$214,220.53

<u>Receipts</u>	<u>Amount</u>	<u>From</u>	<u>Description</u>
#3015	\$40.00	Joe Peplinski	Table/chair rental
#3016	\$657.48	Leelanau County	2020 PILT Disbursement
#3017	\$1,322.58	K Pleva, Treasurer	2020 Tax Collection/Admin Fee
#3018	\$659.70	MI Twp Participating Plan	Emergency Lighting Reimbursement
#3019	\$288.86	Chemical Bank	CD Interest
#3020	\$28,469.86	Chemical Bank	CD Cashed In, Deposited in #5793
#3021	\$365.00	Tim Cypher, ZA	2 LUP's, 1 Property Line Adj.
#3022	\$923.93	K Pleva, Treasurer	2020 Tax Collection/Admin Fee
#3023	\$1,640.23	K Pleva, Treasurer	Comm'l Forest status removed by Leelanau Conservancy; Twp-\$512.95 Fire/Ambul-\$1127.28
#3024	\$716.53	K Pleva, Treasurer	2020 Tax Collection/Admin Fee
#3025	\$907.46	K Pleva, Treasurer	2020 Tax Collection/Admin Fee
#3026	\$1,860.41	State of MI	Reimbursement for March 10, 2020 Election
#3027	\$993.15	K Pleva, Treasurer	2020 Tax Collection/Admin Fee
#3028	\$3.94	Chase Bank	Interest

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

MONTHLY RECONCILIATION REPORT

Wednesday September 9, 2020 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 August in 2020. This review uses the monthly bank reconciliation as its guide to review the sample transactions. Prior to this meeting the Supervisor requested documentation on all deposits to and 2 expenditures from the General Fund for review.

Supervisor's comments: Deposits matched receipts. A \$.54 error in one check due to a number inversion was identified and will be corrected. Proper receipts were produced for the expenses reviewed. No problems 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	Aug 31, 2020
Account number ending in	PLAT BUS CHECKING (...2769)
Deposit amount	\$3,761.02
Available balance ¹	\$106,067.31
Current balance ²	\$109,828.33

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 QuickDeposit receipt

Date	Aug 20, 2020
Account number ending in	PLAT BUS CHECKING (...2769)
Deposit amount	\$3,645.69
Available balance ¹	\$102,958.15
Current balance ²	\$106,603.84

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.

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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	Aug 8, 2020
Account number ending in	PLAT BUS CHECKING (...2769)
Deposit amount	\$2,679.76
Available balance ¹	\$114,154.19
Current balance ²	\$116,833.95

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.

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PRESCRIBED BY BUREAU OF LOCAL GOVERNMENT SERVICES MICHIGAN DEPARTMENT OF TREASURY

OFFICIAL RECEIPT

**CENTERVILLE TOWNSHIP
CEDAR MICHIGAN
LEELANAU COUNTY**

No **3016**

DATE 8-8-20

RECEIVED FROM Leelanau Cty. \$ 657.48

DOLLARS

FUND	ACCOUNT NO.	AMOUNT
P.W. Chng	#2769	657.48

IN PAYMENT FOR 2020 P.T.L.T
Disbursement
K Pleva

AUTHORIZED SIGNATURE

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

PRESCRIBED BY BUREAU OF LOCAL GOVERNMENT SERVICES MICHIGAN DEPARTMENT OF TREASURY

OFFICIAL RECEIPT

**CENTERVILLE TOWNSHIP
CEDAR MICHIGAN
LEELANAU COUNTY**

No **3017**

DATE 8-8-20

RECEIVED FROM K Pleva, Treasurer \$ 1322.58

DOLLARS

FUND	ACCOUNT NO.	AMOUNT
P.W. Chng	#2769	1322.58

IN PAYMENT FOR 2020 Summer
Tax Collection
Admin. fee
K Pleva

AUTHORIZED SIGNATURE

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

PRESCRIBED BY BUREAU OF LOCAL GOVERNMENT SERVICES MICHIGAN DEPARTMENT OF TREASURY

OFFICIAL RECEIPT

**CENTERVILLE TOWNSHIP
CEDAR MICHIGAN
LEELANAU COUNTY**

No **3018**

DATE 8-8-20

RECEIVED FROM M1 Twp. Participating Plan \$ 659.70

DOLLARS

FUND	ACCOUNT NO.	AMOUNT
P.W. Chng	#2769	659.70

IN PAYMENT FOR Emergency
Lighting reimbursement
at Twp. hall
K Pleva

AUTHORIZED SIGNATURE

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

PRESCRIBED BY BUREAU OF LOCAL GOVERNMENT SERVICES MICHIGAN DEPARTMENT OF TREASURY

OFFICIAL RECEIPT

**CENTERVILLE TOWNSHIP
CEDAR MICHIGAN
LEELANAU COUNTY**

No **3019**

DATE 8-8-20

RECEIVED FROM Chemical Bank \$ 288.86

DOLLARS

FUND	ACCOUNT NO.	AMOUNT
CD	# 3320	288.86

IN PAYMENT FOR _____
CD Interest
Interest from 2/1/20 - 7/31/20
H Pleva

AUTHORIZED SIGNATURE

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

PRESCRIBED BY BUREAU OF LOCAL GOVERNMENT SERVICES MICHIGAN DEPARTMENT OF TREASURY

OFFICIAL RECEIPT

**CENTERVILLE TOWNSHIP
CEDAR MICHIGAN
LEELANAU COUNTY**

No **3020**

DATE 8-8-20

RECEIVED FROM Chemical Bank \$ 28,469.86

DOLLARS

FUND	ACCOUNT NO.	AMOUNT
BWS Hi Yield Savings	#5793	28,469.86

IN PAYMENT FOR # 3320
CD cashed in
from Chemical Bank
deposited into Chase
savings # 5793
H Pleva

AUTHORIZED SIGNATURE

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

PRESCRIBED BY BUREAU OF LOCAL GOVERNMENT SERVICES MICHIGAN DEPARTMENT OF TREASURY

OFFICIAL RECEIPT

**CENTERVILLE TOWNSHIP
CEDAR MICHIGAN
LEELANAU COUNTY**

No **3021**

DATE 8-12-20

RECEIVED FROM Tim Cypher, 2A \$ 365.00

DOLLARS

FUND	ACCOUNT NO.	AMOUNT
Bws. Ching	#2709	
Melstrom (De. Const.)	ck # 5911	115.00
Del Lago (Northview 22)	ck # 1128	150.00
Miller	ck # 3995	100.00

IN PAYMENT FOR _____
land use permits
property line adj.
H Pleva

AUTHORIZED SIGNATURE

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

PRESCRIBED BY BUREAU OF LOCAL GOVERNMENT SERVICES MICHIGAN DEPARTMENT OF TREASURY

OFFICIAL RECEIPT

**CENTERVILLE TOWNSHIP
CEDAR MICHIGAN
LEELANAU COUNTY**

No **3022**

DATE 8-14-20

RECEIVED FROM K Pleva, Treas. \$ 923.93

DOLLARS

FUND	ACCOUNT NO.	AMOUNT
Bus. Ching	#2769	923.93
	ck #5030	

IN PAYMENT FOR 2020 Tax Collection
Admin. fee (5)
K Pleva
 AUTHORIZED SIGNATURE

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

PRESCRIBED BY BUREAU OF LOCAL GOVERNMENT SERVICES MICHIGAN DEPARTMENT OF TREASURY

OFFICIAL RECEIPT

**CENTERVILLE TOWNSHIP
CEDAR MICHIGAN
LEELANAU COUNTY**

No **3023**

DATE 8-17-20

RECEIVED FROM K Pleva, Treas. \$ 1640.23

DOLLARS

FUND	ACCOUNT NO.	AMOUNT
Bus. Ching	#2769	1640.23
	ck #5035	

IN PAYMENT FOR CF removal by
Leelanau Conservancy
Twp - 512.95
Fire/Ambul - 1127.28
(penalty for removal from CF)
K Pleva
 AUTHORIZED SIGNATURE

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

PRESCRIBED BY BUREAU OF LOCAL GOVERNMENT SERVICES MICHIGAN DEPARTMENT OF TREASURY

OFFICIAL RECEIPT

**CENTERVILLE TOWNSHIP
CEDAR MICHIGAN
LEELANAU COUNTY**

No **3024**

DATE 8-19-20

RECEIVED FROM K Pleva, Treas. \$ 716.53

DOLLARS

FUND	ACCOUNT NO.	AMOUNT
Bus. Ching	#2769	716.53
	ck #5040	

IN PAYMENT FOR 2020 (5)
Tax Collection
Admin. fee
K Pleva
 AUTHORIZED SIGNATURE

PRESCRIBED BY BUREAU OF LOCAL GOVERNMENT SERVICES MICHIGAN DEPARTMENT OF TREASURY

OFFICIAL RECEIPT

**CENTERVILLE TOWNSHIP
CEDAR MICHIGAN
LEELANAU COUNTY**

No **3025**

DATE 8-31-20

RECEIVED FROM K Pleva, Treasurer \$ 907.46

DOLLARS

FUND	ACCOUNT NO.	AMOUNT
Bns. CKing	#2769	907.46
	ck #5044	

IN PAYMENT FOR 2020 Summer
Tax collection
Admin. fee 5-9
K Pleva
 AUTHORIZED SIGNATURE

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

RE ORDER FROM **ProMark** PH: 1.888.786.6455 www.purmill.com

PRESCRIBED BY BUREAU OF LOCAL GOVERNMENT SERVICES MICHIGAN DEPARTMENT OF TREASURY

OFFICIAL RECEIPT

**CENTERVILLE TOWNSHIP
CEDAR MICHIGAN
LEELANAU COUNTY**

No **3026**

DATE 8-31-20

RECEIVED FROM State of MI \$ 1860.41

DOLLARS

FUND	ACCOUNT NO.	AMOUNT
Bns. CKing	#2769	1860.41
	ck #103399735	

IN PAYMENT FOR March 10, 2020
Presidential Primary
reimbursement
K Pleva
 AUTHORIZED SIGNATURE

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

PRESCRIBED BY BUREAU OF LOCAL GOVERNMENT SERVICES MICHIGAN DEPARTMENT OF TREASURY

OFFICIAL RECEIPT

**CENTERVILLE TOWNSHIP
CEDAR MICHIGAN
LEELANAU COUNTY**

No **3027**

DATE 8-31-20

RECEIVED FROM K Pleva, Treas. \$ 993.15

DOLLARS

FUND	ACCOUNT NO.	AMOUNT
Bns. CKing	#2769	993.15
	ck #5048	

IN PAYMENT FOR 2020 Summer
Tax collection
Admin. fee 510-11
K Pleva
 AUTHORIZED SIGNATURE

PRESCRIBED BY BUREAU OF LOCAL GOVERNMENT SERVICES MICHIGAN DEPARTMENT OF TREASURY

OFFICIAL RECEIPT

**CENTERVILLE TOWNSHIP
CEDAR MICHIGAN
LEELANAU COUNTY**

No **3028**

DATE 8-31-20

RECEIVED FROM Chase Bank

\$ 3.94

DOLLARS

FUND	ACCOUNT NO.	AMOUNT
<u>Cons. High Yield Sav</u>	<u>#5793</u>	<u>3.73</u>
<u>" "</u>	<u>#6868</u>	<u>0.21</u>

IN PAYMENT FOR

Interest

K. Pleva

AUTHORIZED SIGNATURE

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

RE ORDER FROM **ProMark** PH: 1.888.786.6455 www.pumill.com

PRESCRIBED BY BUREAU OF LOCAL GOVERNMENT SERVICES MICHIGAN DEPARTMENT OF TREASURY

OFFICIAL RECEIPT

**CENTERVILLE TOWNSHIP
CEDAR MICHIGAN
LEELANAU COUNTY**

No **3029**

DATE _____

RECEIVED FROM _____ \$ _____

DOLLARS

FUND	ACCOUNT NO.	AMOUNT

IN PAYMENT FOR _____

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 **3030**

DATE _____

RECEIVED FROM _____ \$ _____

DOLLARS

FUND	ACCOUNT NO.	AMOUNT

IN PAYMENT FOR _____

JIM

**OFFICIAL
RECEIPT**

**CENTERVILLE TOWNSHIP
CEDAR MICHIGAN
LEELANAU COUNTY**

No **3015**

DATE 8-8-20

RECEIVED FROM Joe Pepinski \$ 40.00
DOLLARS

FUND	ACCOUNT NO.	AMOUNT
Buss. King	#3769	40.00
	ck #3724	

IN PAYMENT FOR table / chair rental

K Pleva
AUTHORIZED SIGNATURE

PRESCRIBED BY BUREAU OF LOCAL GOVERNMENT SERVICES MICHIGAN DEPARTMENT OF TREASURY

JIM

CHECKS PAID (continued)

CHECK NO.	DESCRIPTION	DATE PAID	AMOUNT
5225 ^		08/19	46.23
5226 ^		08/17	513.13
5227 ^		08/18	3,048.12
5228 ^		08/21	41.55
5229 ^		08/14	41.55
5230 ^		08/17	41.56
5233 * ^		08/18	217.94
5234 ^		08/18	46.17
5235 ^	08/19	08/19	50.00
5236 ^	08/17	08/17	142.22
5237 ^		08/17	201.78
5238 ^		08/17	142.21
5239 ^		08/21	151.91
5240 ^		08/21	45.25
5242 * ^		08/17	325.08
5243 ^		08/17	174.54
5244 ^		08/13	267.51
5245 ^		08/25	297.82
5246 ^		08/18	167.80
5247 ^		08/19	248.14
5248 ^		08/13	334.43

Cannot reconcile until Sept. Statement - Chase will reimburse 0.54.

Should be 297.28

Total Checks Paid **\$8,423.18**

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
08/11	08/09 Basic Online Payroll Payment 5258209729 To #####7114	\$1,159.98
08/11	08/09 Basic Online Payroll Payment 5258209725 To ###1030	1,148.82
08/11	08/09 Basic Online Payroll Payment 5258209724 To #####6203	1,086.56
08/11	08/09 Basic Online Payroll Payment 5258209731 To #####3765	1,000.00
08/11	08/09 Basic Online Payroll Payment 5258209727 To #####7827	748.85
08/11	08/09 Basic Online Payroll Payment 5258209730 To #####9471	263.98
08/11	08/09 Basic Online Payroll Payment 5258209732 To #####9504	92.35
08/11	08/09 Basic Online Payroll Payment 5258209726 To #####4265	92.35
08/11	08/09 Basic Online Payroll Payment 5258209728 To #####1162	46.18
08/12	08/11 Basic Online Payroll Payment 5258365878 To #####9504	92.35
08/12	08/11 Basic Online Payroll Payment 5258365973 To #####9471	263.98

Total Electronic Withdrawals **\$5,995.40**

FEES

DATE	DESCRIPTION	AMOUNT
08/05	Service Charges For The Month of July	\$50.00

Total Fees **\$50.00**

Chase ran 2x, no pay in Sept.

CENTERVILLE TOWNSHIP Monthly Check Journal with Totals Sorted by Check# July 8 2020 through August 12 2020

Type	Date	Num	Name	Memo	Account	Debit	Credit
Check	08/12/2020	5219	LASER PRINTER TECH LASER PRINTER TECH LASER PRINTER TECH	Inv # 208268 New office printer New office printer	015 - CHASE CHECKING GEN FUND 2789 253-726 - Office Supplies/Software 215-726 - Office Supplies/Software	287.00 287.00	574.00
Check	08/12/2020	5220	ELMWOOD TOWNSHIP ELMWOOD TOWNSHIP	public notice - deftment of taxes public notice - deftment of taxes	015 - CHASE CHECKING GEN FUND 2789 101-900 - Printing & Publishing	574.00 6.25	574.00 6.25
Check	08/12/2020	5221	TIME WARNER CABLE	Inv. 086220701080120	015 - CHASE CHECKING GEN FUND 2789	6.25	6.25
Check	08/12/2020	5222	CONSUMERS ENERGY CONSUMERS ENERGY	acct 1000 0031 1496 July 2020	015 - CHASE CHECKING GEN FUND 2789 448-920 - Utilities-Electric	0.00 88.51	273.96 88.51
Check	08/12/2020	5223	CHERRYLAND ELECTRIC CO-OP CHERRYLAND ELECTRIC CO-OP	acct 6311010 July 2020	015 - CHASE CHECKING GEN FUND 2789 285-920 - Utilities-Electric	31.72 88.51	31.72 88.51
Check	08/12/2020	5224	LEELANAU ENTERPRISE TRIBUNE LEELANAU ENTERPRISE TRIBUNE LEELANAU ENTERPRISE TRIBUNE	cust. 1101 Legal notices PAT notices	015 - CHASE CHECKING GEN FUND 2789 101-900 - Printing & Publishing 262-900 - Printing & Publishing	107.40 53.70	161.10
Check	08/12/2020	5225	LEELANAU COUNTY TREASURER	Centerville 518-000-000-518-002	015 - CHASE CHECKING GEN FUND 2789	0.00	46.23
Check	08/12/2020	5226	Election Source Election Source	Inv # 20-50519, 20-50625, 20-51322 1400 election envelopes, 300 inserts	015 - CHASE CHECKING GEN FUND 2789 262-726 - Office Supplies	513.13	513.13
Check	08/12/2020	5227	Dominion Voting Systems, Inc Dominion Voting Systems, Inc	Inv # DVS134678 New Tabulator	015 - CHASE CHECKING GEN FUND 2789 262-726 - Office Supplies	3,048.12	3,048.12
Paycheck	08/12/2020	5228	JOHN ROSE JOHN ROSE		015 - CHASE CHECKING GEN FUND 2789 247-703 - Part Time Wages	3,048.12 45.00	3,048.12 41.55
Paycheck	08/12/2020	5229	KAMA ROSS (BOR) KAMA ROSS (BOR)		015 - CHASE CHECKING GEN FUND 2789 247-703 - Part Time Wages	45.00	41.55
Paycheck	08/12/2020	5230	RAY KUHN (BOR) RAY KUHN (BOR)		015 - CHASE CHECKING GEN FUND 2789 247-703 - Part Time Wages	45.00	41.55
Paycheck	08/09/2020	5231	LAURYN PLEVA LAURYN PLEVA		015 - CHASE CHECKING GEN FUND 2789 215-703 - Part Time Wages	80.00 80.00	73.88 73.88

Credit Column shows NET CHECK TOTALS

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: 07/30/20
Contact: Beth Chiles

Detailed Statement of transactions between 07/01/20 to 07/30/20

Date	Description	Charge	Amount
	Balance forward as of 06/30/20		0.00
07/02/20	INVOICE Ref : 318139 Reg Mtg 6/17/20		
	Legal Notices, 1 insertions, 07/02/20 - 07/02/20	53.70	
	Total for Ad		53.70
07/16/20	INVOICE Ref : 318796 PUBLIC ACCURACY TEST 8/4/20		
	Legal Notices, 1 insertions, 07/16/20 - 07/16/20	53.70	
	Total for Ad		53.70
07/30/20	INVOICE Ref : 319205 SYNOPSIS 7/8/20		
	Legal Notices, 1 insertions, 07/30/20 - 07/30/20	53.70	
	Total for Ad		53.70

Balance Due	161.10
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CENTERVILLE TOWNSHIP

LEELANAU ENTERPRISE TRIBUNE

legal notices
PAT notice

8/12/2020

5224

107.40

53.70

CHASE CHECKING cust 1101

161.10

PRODUCT SSLT103 USE WITH 91683 ENVELOPE Deluxe Corporation 1-800-328-0304 or www.deluxe.com/shop

BFAAGE CHIKDK04 06/11/2020 09:05 -228-

3685593200





gettonernow.com

1379 Trade Centre Drive, Traverse City MI 49696
 PHONE 231-941-5273 FAX 231-941-1735

Invoice #	208268
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Invoice

Bill To
CENTERVILLE TOWNSHIP 5001 S FRENCH RD CEDAR, MI 49621 ***EMAIL INVOICES***

Ship To
CENTERVILLE TOWNSHIP 5001 S FRENCH RD CEDAR, MI 49621 ***EMAIL INVOICES***

Phone #	Date	P.O. No.	Customer Contact	Rep	Ship Via	Terms
231-835-1188	7/13/2020	PHONE	TRINA	CHEM	DELIVER	N30

Item	Description	Qty	Rate	Amount
PRINTER (USED...	HP LASERJET 500 MFP M525 S/N: MXCCDB933R P/C: 54021	1	499.00	499.00
TRAY	THIS IS AN OFF LEASE PRINTER. IT COMES WITH A SIX (6) MONTH WARRANTY. M525 TRAY 3	1	75.00	75.00

Customer Signature	Subtotal	\$574.00
	Sales Tax (6.0%)	\$0.00
	Total	\$574.00

Returns will be accepted up to 180 days after purchase. There is a 30 day return policy for special order items.

CENTERVILLE TOWNSHIP
LASER PRINTER TECH

New office printer
new office printer

8/12/2020

5219

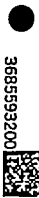
287.00
287.00

CHASE CHECKING Inv # 208268

574.00

PRODUCT SALT103 USE WITH 91683 ENVELOPE Deluxe Corporation 1-800-328-0304 or www.deluxe.com/shop

BFAAG6 CHIKDK04 06/11/2020 09:05 -233-



Centerville Township
Zoning Administrator's
AUGUST 2020 Report

9/5/2020

To: Centerville Township Board & Planning Commission

From: *Timothy A. Cypher*

Land Use Permits Issued:	5	YEAR TO DATE	20
Signs			
Single Family Residences (SFR)	1	MADIGAN	
Additions to SFR	0		
Garages / Sheds	0		
Decks & Porches / Misc.	1	O'NON	
Accessory Buildings	3	LASKEY MUIR BAKITA	
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		1 INQUIRY
Special Land Use Permits	0		1 INQUIRY
Land Division/Property Line	0		2 INQUIRY
Private Roads / Driveways	0		0 INQUIRY
Zoning / Site Plan Reviews	0		1 INQUIRY
Construction Site Inspections	9		
Violations/Investigations		REVOKED AG EXEMPTION & LUP APPROVALS	
		1 ROGERS JUNK - NOT FINISHING LUP CONDITIONS	
		1 ** LAND DIVISION & TRAILER USAGE	
** NOTE - OWNER NOTIFIED VIA CEASE & DESIST FROM HEALTH DEPT. & TOWNSHIP, LAND CONTRACTEES WORKING ON RE			
		1 Junk Car & Boat complaint - completing investigation, Sugar Loa	
I also supplied information via 44 phone consultations and 27 via internet to Township residents&others			
Updated French Valley Vineyards Land Use Permit due to conditions being met and MLCC license approved per PC SPR process			
		CALLS - 27 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	
		1 ZBA QUESTIONS	
		14 VIOLATIONS	

CENTERVILLE TOWNSHIP Z A'S MONTHLY SUMMARY

PERIOD: AUGUST 2020

DATE	PERMIT #	NAME	USE	REC. #	CK.#	AMOUNT
8/12/2020	LUP 20-16	MADIGAN	LAND USE	202016	16141	\$ 250.00
002-029-007-00	3427 E. GATZKE ROAD	NEW DWELLING ATTGARAGE & PORCHES		3,930 S.F.		
8/12/2020	LUP 20-17	LASKEY	LAND USE	202017	12032	\$ 50.00
002-035-007-01	7491 S. BEACHFRONT ST.	ACCESSORY BUILDING		1,200 S.F.		
8/13/2020	LUP 20-18	MUIR	LAND USE	202018	169 & 8063	\$ 115.00
002-018-006-30	49515 NORWAY SPRUCE	ACCESSORY BUILDING & COVERED PORCH		1,752 S.F.		
8/13/2020	LUP 20-19	BAKITA	LAND USE	202019	3609	\$ 25.00
002-002-022-00	2030 S. LAKE SHORE DR.	ACCESSORY BLDG. SHED		192 S.F.		
8/27/2020	LUP 20-20	O'NON	LAND USE	202020	1210	\$ 40.00
002-003-005-50	22407 S. FRENCH ROAD	WOODEN DECK		144 S.F.		
8/13/2020	MCI FINE 1901	ROGERS	VIOLATION	MCLVIO1901	DELINQUENT	FOUR MONTHS
002-011-024-00	3780 S. LAKESHORE DR	MCL VIOLATION FEE - MONTHLY UNTIL COMPLIANCE DETERMINED				
MDARD DELAYED SITE VISIT DUE TO COVID 19 - ENFORCEMENT STARTED WITH CONSTRUCTION CODE OFFICE - AG AFFIDAVIT AND LAND USE APPROVALS REVOKED						

TOTAL \$ 480.00

SIGNED:

TIMOTHY A. CYPHER

9/5/2020

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

**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: centerville-twp-treasurer@gmail.com
ZONING ADMIN:
TIM CYPHER
CELL: 360-2557 FAX 256-7774
Email: tim@allpermits.com

**Centerville Township Policy Regarding Appointing the Township Representatives
to the Cedar Area Fire and Rescue Board and Meeting Attendance
Adopted September 9, 2020**

Under the current interlocal agreement establishing Cedar Area Fire and Rescue (CAFR) and its governing board, the Centerville Board of Trustees is required to appoint a representative member and an alternate to the governing board.

Besides the requirement to appoint a representative to the board, the functioning of CAFR is a fiduciary responsibility of the Centerville Board of Trustees in several specific ways:

1. The Centerville Board of Trustees is a co-operator of CAFR under the Interlocal Agreement. CAFR is not an independent entity.
2. The Centerville Board of Trustees is responsible for ¼ of CAFR operations and equipment capital funding.
3. The Centerville Board of Trustees is ultimately responsible for fiduciary soundness of the CAFR budget because it has to approve the CAFR budget before CAFR can act under that budget.
4. Centerville Township is owner of the fire station, with Solon Township, and as such the Board of Trustees is 50% responsible for capital improvements to the building.

The interlocal agreement does allow for the appointment of a person who is not a township trustee to be appointed to the CAFR board. After consideration and discussion, the Board of Trustees decided that a trustee should be the township's representative on the CAFR Board in light of the above referenced responsibilities and for the following reasons.

Appointing a member of the Board as the township representative on the CAFR would:

1. Place a person on the CAFR board who is actually accountable for the the performance of CAFR.
2. That person would have full understanding of the township's finances when participating in developing the CAFR budgets.
3. That person would be able to report monthly on CAFR and consult with the board on issues.
4. That person would be aware of issues with the building that may impact the township's budget beyond CAFR regular funding.

Page 2 - Policy for Appointment of CAFR board member

Therefore, it is the policy of the Centerville Township Board of Trustees to appoint one of its members as the township representative to the Cedar Area Fire and Rescue Board and to appoint another member as the alternate representative.

The process for selecting an appointee will be as follows:

1. When an appointment is needed to be made to the CAFR Board, the Supervisor will, at the next regular meeting of the Board of Trustees, ask for a member to present him or herself as a candidate to be the representative. If a member is presented, the Supervisor will ask for a second to support the candidate for appointment. After discussion, the Supervisor will call for a vote. A majority vote will confirm the appointment. If the Supervisor is the member who is under consideration, the call for a second and a vote will be done by the Clerk.
2. If no member of the Board of Trustees presents him or herself, the Board will conduct a lottery by a method of their own choosing to pick a member for consideration. If the member so chosen, agrees to be considered, a second in support and a vote will proceed as stated in paragraph 1.
3. If no member of the Board of Trustees is willing to accept the role of township representative to the CAFR Board, then the Supervisor will be tasked to identify a township resident willing to be that representative. The Board of Trustees will require this person to report to the Board of Trustees at their regular meetings as well as attend CAFR meetings.

The Board of Trustees also will require the alternate member appointed to the CAFR Board to attend at least 3 meetings, instead of the regular member, each calendar year in order that they be familiar with the other members and procedures of the CAFR Board.

This policy will become effective after the November 3, 2020 election.

_____ moves that the Centerville Township Board of Trustees adopt the Policy Regarding Appointing the Township Representatives to the Cedar Area Fire and Rescue Board and Meeting Attendance presented above.

Seconded by_____. Votes: Yes _____ No _____

Centerville Roads PASER Record 2020										
2019 Township List of 5 Highlighted										
Amore (Lakeshore to Popp)	Date Visited	2020 Rating	Priority Score	Priority Rating (19)	Priority Score (19)	Comments	Year of construction	Last Year resurfaced	Township Cost	Yrs paid
Amore (Lakeshore to Popp)	08/13/19	4	6	4	8	2 mi from 643 & 3-4, west to Popp & 4	2018	2018 - seal coat	\$0.00	
Bodus (Townline to Good Harbor)	08/13/19	7	0	7	0			2001	\$58,500.00	2001
Bodus (Good Harbor to Schomberg)	08/13/19	7	2	7	0	noted as 7-6				
Bodus (Schomberg to French)	08/13/19	6	2	6	2	2018 repairs are holding up				
Cedarview	08/13/19	8	0	8	0	noted as 7-8				
Elizten Road	08/13/19	7	2	7	2	noted as 7-8				
Garzke (Townline to Good Harbor)	08/13/19	7	2	7	2	noted as 8-7 west end needs patching, pot hole in center of north lane				
Garzke (Good Harbor to Schomberg)	08/13/19	7	0	7	2					
Gauthier	08/13/19	9	0	7	2				\$0.00	
Honke (Lakeshore to Lake)	08/13/19	7	1	7	1			2012	\$17,000.00	2012-13
Kebert (French to Galia)	08/13/19	7	2	7	2					
Kebert (Galia to Lakeshore)	08/13/19	9	0	6	4	new culvert in 2018			\$0.00	
Overtly (Schomberg to gravel)	08/13/19	9	0	6	2	poes from 6 to 4 from M22			\$0.00	
Overtly (M22 to Lavasser)	08/13/19	9	0	7	2				\$0.00	
Popp (Amore to Lavasser)	08/13/19	8	0	6	2				\$0.00	
Rice	08/13/19	8	0	6	0	crumbling & potholes at intersection			\$0.00	
Rosinski (French to township line)	08/13/19	8	0	7	3			2018 - seal coat	\$0.00	
Schomberg (Quincy to Gauthier)	08/13/19	9	0	7	3			2020- wedge, seal coat	\$0.00	
Schomberg (Gauthier to Honke)	08/13/19	8	0	7	3			2020- wedge, seal coat	\$0.00	
Schomberg (Honke to Bodus)	08/13/19	8	0	8	0	noted as 7-8	1998-7	2020- wedge, seal coat	\$18,310.45	2018
Schomberg (Bodus to Habiszak)	08/13/19	7	0	7	0			2018 - seal coat	\$8,924.67	2018
Schomberg (Bodus to Habiszak)	08/13/19	6	6	6	6	noted as 6-5, except hill to Popa ls 8	2010 (hill)	2008 (north of hill)	\$167,900.00	2008-11
Schomberg (Popa Valley to Garzke)	08/13/19	8	0	9	2				\$0.00	
Townline (Garzke to Bodus)	08/13/19	7	2	7	2	8-6 south part sealed in recent past	2010	2020- wedge, seal coat	\$0.00	
Townline (Bodus to Elizten)	08/13/20	7	2	n/a	n/a	7-6, worse at Mountain Rd & Chaleis		2020- wedge, seal coat	\$0.00	
Townline (Elizten to M-22)	08/13/20	7	2	n/a	n/a	7-8 some edge break and patching		2020- wedge, seal coat	\$0.00	
Zeits (Schomberg to gravel)	08/13/19	6	1	6	1				\$0.00	
Manor Green	08/13/19	6	2	6	2	noted as 7-8 in 2020				
SKI View	08/13/19	6	2	6	2	noted as 4-3				
Sugar Loaf Chalets Roads	08/13/19	4	4	4	4					
2.7 miles CR 645 (French) & CR 620 (Honke)								2004	\$60,000.00	2004-5
Total township outlays 2001 through 2019									\$330,635.12	
Most of Townline Road in Cleveland Township										
Priority Rating: Score points less than PASER 8 X Use Factor						Primary Road Notes				
Use Factor: Township thru-road (3), Connector (2), No Outlet (1), Gravel (0)						French (645) sealed	2018			
Example: Amore, PASER points 4(6-9) X 2 (Connector) = 8 (Priority Score)						Good Harbor (651) sealed	2018			
						Honke (620) sealed	2019 & 2020			
						Schomberg to Good Harbor (651)				