

**Norwood Township Agenda  
December 18, 2023 7:00 pm  
Norwood Township Hall  
00640 Lakeshore Dr.**

Topic: Board of Trustees Dec 18 7pm  
Time: Dec 18, 2023 07:00 PM America/Detroit

Join Zoom Meeting  
<https://us06web.zoom.us/j/85268306538?pwd=8cIQPic88fJlwW7XQ1IbJ5vG7sknUK.1>

Meeting ID: 852 6830 6538  
Passcode: 518392

**Call to Order**

Pledge of Allegiance  
Roll Call  
Approval of Minutes – November 20, 2023 Board Meeting

**Public Comment on Agenda**

**Approval of Agenda**

**Supervisor Report**

**Treasurer Report**

Fund Balances as of 11/30/23:

General	\$ 101,634.21	
Sweep Acct.	\$ 163,772.62	TOTAL General Fund \$265,406.83
Road	\$ 44,457.75	
CD Road	\$ 100,000.00	TOTAL Road Fund \$144,457.75
Fire	\$ 13,117.85	
CD Fire	\$ 30,000.00	TOTAL Fire Fund \$43,117.85
ARP	\$ 75,143.54	
Phragmites	\$ 7,936.97	(incl. \$1055 for F. Hamilton)
Tax Fund	\$ 13,696.83	

**Clerk Report**      Preapproved: \$ 352.04 (GLE/Truestream)  
Unapproved: \$ 13,176.59  
TOTAL: \$ 13,528.63

**Trustees Report**

**Zoning Administrator Report-Online**

**Old Business:**      ARPA Funds  
Fee Rates

**New Business:**      Poverty Exemption  
2024 Board Meeting Dates Resolution

**Correspondence/Announcements**

**Public Comment** – Individuals wishing to speak under Public Comment need to state name and where they live – Thank you!

**Adjournment**

Norwood Township Board of Trustees Meeting  
Draft Meeting Minutes  
November 20, 2023 7:00pm  
Norwood Township Hall

**Call to Order** – Meeting called to order at 7:00 P.M. by Supervisor Ben Freds

**Pledge of Allegiance** – by all present

**Roll Call** – Pirie-present, Brenda Freds-present, Smolenyak-present, Ben Freds-present, Warner-present

**Approval of October 16, 2023, Meeting Minutes, MM by Warner to approve minutes as presented, 2<sup>nd</sup> by Pirie. Motion carried to approval 4-0-1 with Smolenyak abstaining.**

**Public Comment on Agenda Items –**

Roger Soldano, via OWL Zoom, stated he feels the Zoning fees are compatible with the rest of Charlevoix County Townships and suggested the fees not be raised. He said he sent a letter to Clerk Freds about hiring another Zoning Administrator and feels this is not warranted. He feels increasing the fees is a subtle way to finance a new ZA. Soldano also feels hiring a new ZA without the public's knowledge is not the right way to go about it.

**Approval of Agenda** – Supervisor Freds asked to add the use of ARPA funds be added to New Business. **MM by Brenda Freds to approve Agenda as amended, 2<sup>nd</sup> by Smolenyak. Motion carried to approval 4-0.**

**Supervisor's Report –**

- Richardson Road light issue is dead as Banks Township does not support it.
- The TOPO map of Township Park has been provided by Performance Engineers so planning for an ADA ramp can begin.
- Discussion with PC Chairman regarding attendance of PC Member. Freds stated he feels a 2<sup>nd</sup> chance should be given and stated he has spoken with the PC member and asked for consistent participation to rectify the problem. Freds will stay in contact with PC regarding this issue.
- Norwood has been granted Preferred Local Government Status so now the Historical Commission can work on Grants for work on the old Township Hall.

**Treasurer's Report –**

Fund Balances as of 10/31/2023:

General: \$102,132.34 (\$12,000 performance bond included)  
Sweep Acct: \$176,122/41  
TOTAL General: \$278,254.75  
Road: \$ 44,448.62  
CD Road: \$100,000.00  
TOTAL Road: \$144,448.62  
Fire: \$ 13,115.16  
CD Fire: \$ 30,000.00  
TOTAL Fire: \$ 43,115.16  
ARP Fund: \$ 75,143.54  
Phragmites: \$ 7,936.97 (includes \$1,055 for Frank Hamilton fund)  
Tax Fund: \$ 59,739.66

The treasurer asked to thank residents of the Township for coming out to vote and passing the Road Millage. She also stated the Winter Tax bills will be going out next week and her Winter office hours will be December 28, 2023, from 9am-5pm at her home. Please call ahead to make an appointment. The treasurer also gave other options for payment of taxes.

**Clerk's Report –**

Preapproved: \$ 350.18 (GLE/Trustream)  
Unapproved: \$ 27,552.85 (included the \$12,000 bond refund)  
Totals: \$ 27,903.03

**MM by Warner to approve the Clerk's report and paying the bills, 2<sup>nd</sup> by Pirie. Motion carried to approval 5-0.**

The clerk also wanted to thank voters for coming out to vote and passing the road millage. She stated there were 190 voters and the millage passed 131-59. The clerk also praised her Election Staff for a successful election day.

**Trustee's Reports -**

Warner reported on the following:

- Solar System discussion is still ongoing but discussion that it will be allowed in the MIRD and commercial districts. The Township has six months to get into place.
- Commented on the PC Member missing 3 meetings as unexcused.

Pirie – Nothing to report.

**Zoning Administrator's Report-ZA report is on-line.**

## **Old Business - None**

### **New Business –**

#### **Zoning Fee Increase and Submittal Schedule –**

Supervisor Freds asked Board to review fee schedule that was submitted. The last fees were updated in 2018. Smolenyak questioned the Green Belt Permit Fee and felt the Non-Profit fee should stay at \$25. She also felt the Special Meeting fee should be changed from \$750 to \$500.

Supervisor also said the Submittal Schedule needs to be reviewed in order for the PC and ZBA to have time to prepare for applications and approvals that are brought before them.

The Zoning Fees and Submittal Schedule will be adopted as policy not as amendments to the ordinance.

**MM by Smolenyak to adopt the Submittal Schedule dated 2023 as policy moving forward, 2<sup>nd</sup> by Warner. Motion carried to approval 5-0.**

The supervisor feels increasing the fees is justified as a cost of doing business but asked the Board to review and will discuss at future meetings.

**MM by Ben Freds to table Zoning Fee Increase to the December 18, 2023, Board Meeting, 2<sup>nd</sup> by Warner** discussion by Smolenyak to take into consideration the time it takes for the ZA or Planner to get materials together and prepare for a Permit, S.U.P. or other issues. **Motin carried to approval 5-0.**

### **New Zoning Administrator Hire –**

The supervisor advised that when Leslie Meyers hired back on, she took the ZA position as a temporary position and stated she would stay on as the Planner but limited time as ZA. Freds stated he wanted to find a reliable and consistent ZA and has been on the search for one for quite some time and has shared this with the Board and the Township several times. Currently paying \$1,000 per month for ZA, Planner and Enforcement Officer but feels there is a concern for the lack of enforcement.

The supervisor stated he has met with Nick Breef who is a Sergeant with the Charlevoix County Sheriff's Department and lives in Norwood Township. Breef is interested in the position of the ZA and would start March 1, 2024. Meyers told Freds that she would work with Breef to train him until he is comfortable. Freds stated he would like to budget \$1,000 per month for ZA and Meyers would stay on as Planner for \$750 per month until she decides to retire.

Freds stated that if there is anyone that is experienced in being a ZA, he would like to hear from them but so far no one has come forward. Freds said Breef has a law enforcement background and is recommended by Sheriff Vondra. He stated this is just a proposal at this point but said Breef is very enthusiastic about the position and is willing to learn. Freds stated he would like to hear from the public about this idea and feels that \$12,000 per year is realistic.

Smolenyak stated that this is a very demanding position and Breef's current job would be beneficial for the position. She also felt he should get some training before March 1, 2024.

The supervisor stating the ZA new hire will be an Agenda item for the December Meeting and would like further input.

**Stillwell Performance Guarantee Bond –**

ZA has verified that the work has been completed in order to release the \$12,000 bond money.

**MM by Warner to return the \$12,000 bond to the Stillwells, 2<sup>nd</sup> by Brenda Freds. Motin carried to approval 5-0.**

**ARPA Funds –**

The supervisor stated the ARPA funds must be allocated by the end of 2024 so would like to get ideas on how it should be allocated. Ideas discussed were Roads, Purchase of property, Capital improvements, pave the parking lot of township park and park improvements. The supervisor stated he is getting a bid from Charlevoix County Road Commission for the paving so they will maintain it. Other suggestions were to purchase a new dedicated laptop computer for the ZA and the Planning Commission, purchase filing cabinets for storage room, television for board room and make creative workspaces for Township Board and PC Members. There was further discussion on the passage of the road millage and how that will come into play for future road improvements.

Pirie stated the Board needs to find out what the residents of Warner and Beatty Roads are willing to do to get asphalt and that this concern cannot keep being thrown under the table. Discussion on approaching Beatty and Warner Road residents on how they would like to handle the upgrades and also contacting Marion Township in regard to Warner Road. This will be an Agenda item for future meetings.

**Announcements & Correspondence –**

Supervisor Freds stated the recording system was updated so will be curious to see how it works out.

**Public Comment –**

Roger Soldano suggested a water softener and water filter for the Township Hall to be purchased with ARPA funds.

Shari Jones asked if the Township could get bids from other sources for the road and parking lot improvements, but Supervisor explained that if the CCRC is going to maintain then they will bid out the work.

**Meeting Adjourned at 8:06 p.m.**

Submitted by Shari M. Jones, Recording Secretary

ARPA Fund  
Balance Sheet  
As of December 31, 2023

	Dec 31, 23
ASSETS	
Current Assets	
Checking/Savings	
ARPA Fund	75,143.54
Total Checking/Savings	75,143.54
Total Current Assets	75,143.54
TOTAL ASSETS	75,143.54
LIABILITIES & EQUITY	
Equity	
Unrestricted Net Assets	75,087.36
Net Income	56.18
Total Equity	75,143.54
TOTAL LIABILITIES & EQUITY	75,143.54

B. Federal Poverty Guidelines Used in the Determination of Poverty Exemptions for 2024 Local governing bodies are required to adopt guidelines that set income levels for their poverty exemption guidelines and those income levels shall not be set lower by a city or township than the federal poverty guidelines updated annually by the U.S. Department of Health and Human Services. This means, for example, that the income level for a household of 3 persons shall not be set lower than \$24,860 which is the amount shown on the following chart for a family of 3 persons. The income level for a family of 3 persons may be set higher than \$24,860. Following are the federal poverty guidelines for use in setting poverty exemption guidelines for 2024 assessments:

Size of Family Unit	Poverty Guidelines
1	\$14,580
2	\$19,720
3	\$24,860
4	\$30,000
5	\$35,140
6	\$40,280
7	\$45,420
8	\$50,560
For each additional person \$5,140	

Note: MCL 211.7u states that the poverty exemption guidelines established by the governing body of the local assessing unit shall also include an asset level test. An asset test means the amount of cash, fixed assets or other property that could be used, or converted to cash for use in the payment of property taxes. The asset test should calculate a maximum amount permitted and all other assets above that amount should be considered as available. Please see STC Bulletin 3 of 2021 for more information on poverty exemptions. Note: MCL 211.7u allows an affidavit (Treasury Form 4988) to be filed for all persons residing in the residence who were not required to file federal or state income tax returns in the current year or in the immediately preceding year. This includes the owner of the property who is filing for the exemption.

## NORWOOD TOWNSHIP RESOLUTION #5 OF 2023

### Resolution establishing the monthly meeting schedule.

**WHEREAS**, MTA states that townships should pass a resolution setting their regular meeting dates.

**WHEREAS**, MCL 41.72a(1) provides authority for setting the meeting dates.

### RESOLUTION

**NOW , THEREFORE, BE IT RESOLVED** that the Norwood Township Board of Trustees will hold its normal business meeting on the 3<sup>rd</sup> Monday of each month at 7:00pm, during the year of 2024, at the Norwood Township Hall, 00640 Lakeshore Dr., unless otherwise posted.

Offered by:\_\_\_\_\_

Supported by:\_\_\_\_\_

This Resolution shall be effective immediately following its adoption.

**Yea:**\_\_\_\_\_

**Nay:** \_\_\_\_\_

### RESOLUTION DECLARED ADOPTED

By:\_\_\_\_\_

Benjamin Freds, Supervisor

I certify that the above is a true copy of a Resolution adopted by the Norwood Board of Trustees at its regular meeting held on Monday, December 18, 2023.

\_\_\_\_\_  
Brenda Freds, Clerk



**NORWOOD TOWNSHIP**  
**Resolution 6 of 2023**  
**RESOLUTION ESTABLISHING POVERTY EXEMPTION**  
**INCOME GUIDELINES AND ASSET TEST POLICY**

At a regular meeting of the Norwood Township Board held in the Norwood Township Hall located in Norwood, Michigan, on December18, 2023.

PRESENT: \_\_\_\_\_

ABSENT: \_\_\_\_\_

The following resolution was made by \_\_\_\_\_ and seconded by \_\_\_\_\_, to-wit:

**Recitals**

WHEREAS, the principal residence of persons who, in the judgment of the supervisor and board of review, by reason of poverty, are unable to contribute toward the public charges is eligible for exemption in whole or in part from the collection of taxes under the General Property Tax Act, being Act 206 of the Public Acts of 1893, as amended; and

WHEREAS, the township board is required by Section 7u of the General Property Tax Act, MCL 211.7u, to adopt guidelines for poverty exemptions.

**Resolution**

NOW, THEREFORE, BE IT RESOLVED that the Norwood Township Board hereby establishes the following poverty exemption income guidelines and asset test policy:

**POVERTY EXEMPTION INCOME**  
**GUIDELINES AND ASSET TEST POLICY**

- A. This policy applies to the principal residence of individuals and does not apply to the property of a corporation. For the purposes of this policy, "principal residence" means either of the following:
  - 1. The one place where an owner of the property has his or her true, fixed, and permanent home to which, whenever absent, he or she intends to return and that shall continue as a principal residence until another principal residence is established. Except as otherwise provided in this subdivision, principal residence includes only that portion of a dwelling or unit in a multiple-unit dwelling that is subject to ad valorem taxes and that

is owned and occupied by an owner of the dwelling or unit. Principal residence also includes all of an owner's unoccupied property classified as residential that is adjoining or contiguous to the dwelling subject to ad valorem taxes and that is owned and occupied by the owner. Principal residence also includes all of an owner's unoccupied property classified as timber-cutover real property under section 34c that is adjoining or contiguous to the dwelling subject to ad valorem taxes and that is owned and occupied by the owner. Contiguity is not broken by boundary between local tax collecting units, a road, a right-of-way, or property purchased or taken under condemnation proceedings by a public utility for power transmission lines if the 2 parcels separated by the purchased or condemned property were a single parcel prior to the sale or condemnation. Except as otherwise provided in this subdivision, principal residence also includes any portion of a dwelling or unit of an owner that is rented or leased to another person as a residence as long as that portion of the dwelling or unit that is rented or leased is less than 50% of the total square footage of living space in that dwelling or unit. Principal residence also includes a life care facility registered under the living care disclosure act, 1976 PA 440, MCL 554.801 to 554.844. Principal residence also includes property owned by a cooperative housing corporation and occupied by tenant stockholders. Property that qualified as a principal residence shall continue to qualify as a principal residence for 3 years after all or any portion of the dwelling or unit included in or constituting the principal residence is rented or leased to another person as a residence if all of the following conditions are satisfied:

- (a). The owner of the dwelling or unit is absent while on active duty in the armed forces of the United States.
  - (b). The dwelling or unit would otherwise qualify as the owner's principal residence.
  - (c). Except as otherwise provided in this subparagraph, the owner files an affidavit with the assessor of the local tax collecting unit on or before May 1 attesting that it is his or her intent to occupy the dwelling or unit as a principal residence upon completion of active duty in the armed forces of the United States.
2. "Qualified agricultural property," which is defined to mean unoccupied property and related buildings classified as agricultural, or other unoccupied property and related buildings located on that property devoted primarily to agricultural use as defined in section 36101 of the natural resources and environmental protection act, 1994 PA 451, MCL 324.36101. Related buildings include a residence occupied by a person employed in or actively involved in the agricultural use and who has not

claimed a principal residence exemption on other property. Property shall not lose its status as qualified agricultural property as a result of an owner or lessee of that property implementing a wildlife risk mitigation action plan. Property used for commercial storage, commercial processing, commercial distribution, commercial marketing, or commercial shipping operations or other commercial or industrial purposes is not qualified agricultural property. A parcel of property is devoted primarily to agricultural use only if more than 50% of the parcel's acreage is devoted to agricultural use or if more than 50% of the parcel's acreage is devoted to a combination of agricultural use and is exempt under MCL 2117jj(1) as qualified forest property. An owner shall not receive an exemption for that portion of the total state equalized valuation of the property that is used for a commercial or industrial purpose or that is a residence that is not a related building. As used in this subdivision, "Wildlife risk mitigation action plan" means a written plan consisting of one or more projects to help reduce the risks of a communicable disease spreading between wildlife and livestock that is approved by the department of agriculture under the animal industry act, 1988 PA 466, MCL 287.701 to 287.746.

- B. A property owner(s) seeking an exemption under this policy shall file an application for the exemption with the board of review on a form prescribed by the state tax commission and provided by the township assessor after January 1 but before the day prior to the last day of the board of review.
- C. To be eligible for exemption under this policy, a property owner(s) shall comply with all of the following requirements on an annual basis:
  - (a). Be an owner of and occupy as a principal residence the property for which an exemption is requested. A property owner(s) shall affirm this ownership and occupancy status in writing by filing a form prescribed by the state tax commission with the township assessor.
  - (b). File a claim with the board of review on a form prescribed by the state tax commission and provided by the township assessor accompanied by federal and state income tax returns for all persons residing in the principal residence, including any property tax credit returns, filed in the immediately preceding year or in the current year. Federal and state income tax returns are not required for a person residing in the principal residence if that person was not required to file a federal or state income tax return in the tax year in which the exemption under this section is claimed or in the immediately preceding tax year. If a person was not required to file a federal or state income tax return in the tax year in which the exemption under this section is claimed or in the immediately preceding tax year, an affidavit in a form prescribed by the state tax

commission may be accepted in place of the federal or state income tax return. The filing of a claim under this subsection constitutes an appearance before the board of review for the purpose of preserving the claimant's right to appeal the decision of the board of review regarding the claim.

- (c). Produce a valid driver's license or other form of identification if requested by the supervisor or board of review.
- (d). Produce a deed, land contract, or other evidence of ownership of the property for which an exemption is requested if required by the supervisor or board of review.
- (e). Meet the income and asset guidelines provided in this policy.

- D. To be eligible for exemption under this policy, a property owner(s) shall meet the federal poverty income guidelines published in the prior calendar year in the Federal Register by the United States Department of Health and Human Services under its authority to revise the poverty line under 42 USC 9902. For 2022 the federal poverty income guidelines are as follows:

<u>Size of Family/Household</u>	<u>Maximum Total Income</u>
1	\$14,580
2	\$19,720
3	\$24,860
4	\$30,000
5	\$35,140
6	\$40,280
7	\$45,420
8	\$50,560
For each additional person add	\$5,140

- E. To be eligible for exemption under this policy a person shall not own real and personal property with a fair market value greater than \$5,000. For purposes of determining the maximum asset level, the following property shall be exempt: (1) the principal residence of the property owner(s), (2) one motor vehicle regardless of use, (3) motor vehicles and other vehicles used exclusively for business purposes, and (4) the proceeds from the sale of the principal residence of the property owner(s) if the sale occurred in the previous 12 months.
- F. The Norwood Township Board of Review shall follow this policy when deciding whether to granting or denying an exemption under this policy. If a property owner(s) claiming an exemption under this policy is qualified under Paragraphs D

and E of this policy, the board of review shall grant the exemption in whole or in part, as follows:

- (a). A full exemption equal to a 100% reduction in taxable value for the tax year in which the exemption is granted.
- (b). A partial exemption equal to 1 of the following:
  - (i). A 50% or 25% reduction in taxable value for the tax year in which the exemption is granted.
  - (ii). As approved by the state tax commission, any other percentage reduction in taxable value for the tax year in which the exemption is granted, applied in a form and manner prescribed by the state tax commission.

YES: \_\_\_\_\_

NO: \_\_\_\_\_

RESOLUTION DECLARED ADOPTED.

NORWOOD TOWNSHIP

By: \_\_\_\_\_  
Ben Freds, Supervisor

I, the undersigned, the Clerk of the Township of Norwood, Charlevoix County, Michigan, do hereby certify that the foregoing is a true and complete copy of certain proceedings taken by said municipality at its regular meeting held on December \_\_, 2023 relative to adoption of the resolution therein set forth; that said meeting was conducted and public notice of said meeting was given pursuant to and in full compliance with the Open Meetings Act, being Act 267, Public Acts of Michigan, 1976, and that the minutes of said meeting were kept and will be or have been made available as required by said Act.

Dated: \_\_\_\_\_

\_\_\_\_\_  
Brenda Freds, Clerk

## Township of Norwood-General Fund

12/13/2023 6:13 PM

Register: 101-001 · BankAcct-Gen Fund

From 11/21/2023 through 12/18/2023

Sorted by: Date, Type, Number/Ref

Date	Number	Payee	Account	Memo	Payment	C	Deposit	Balance
11/21/2023		Transfer From Sweep...	Transfer from other Fund	Sweep		X	27,903.01	101,596.86
11/30/2023	003239	CCSB	101-664 · Interest Inco...	Nov. 2023 Inte...		X	37.35	101,634.21
12/01/2023	00328	Heidi Dietrich	101-697 · RentalofTow...	Hall Rental Yoga			50.00	101,684.21
12/01/2023	eft	Truestream	-split-	Internet Billing	110.46			101,573.75
12/06/2023	eft	Great Lakes Energy	-split-	Autopay Lights	241.58			101,332.17
12/13/2023	eft	Visa - Charlevoix Sta...	-split-	Account Numb...	110.91			101,221.26
12/13/2023	eft	State of MI	101-230 · Payroll-SW...	38-2049557	458.56			100,762.70
12/13/2023	eft	Internal Revenue Ser...	-split-	Fed Payroll Ta...	3,113.81			97,648.89
12/13/2023	7175	Robert Englebrecht	101-209 · Assessor:20...	VOID: 2023 W...		X		97,648.89
12/13/2023	7176	Charlevoix County N...	-split-	Inv. #16196	60.00			97,588.89
12/13/2023	7177	Young, Graham, & ...	101-101 · Twp Board:...	invoice #25201	200.00			97,388.89
12/13/2023	7178	Steven H. Schwartz ...	101-101 · Twp Board:...	Statement 7 Ac...	42.50			97,346.39
12/13/2023	7179	Leslie Meyers	-split-	ZA /Planner- 2...	808.00			96,538.39
12/13/2023	7180	Mark Pirie	-split-	Trustee Wages ...				96,538.39
12/13/2023	7181	Lynn Smolenyak {t}	-split-	Treasurer Wag...	1,726.20			94,812.19
12/13/2023	7182	Benjamin Freds	-split-	Supervisor Wa...	1,391.39			93,420.80
12/13/2023	7183	Brenda Freds	-split-	Clerk Wages	2,023.62			91,397.18
12/13/2023	7184	Shari M Jones	-split-	Deputy Clerk 2...	562.06			90,835.12
12/13/2023	7185	John Wallis	101-101 · Twp Board:...	ZBA Wages	51.15			90,783.97
12/13/2023	7186	Douglas Warner	-split-	Trustee + PC w...	626.88			90,157.09
12/13/2023	7187	David Kolka	-split-	PC Wages 2023	419.56			89,737.53
12/13/2023	7188	David P Vermeesch	-split-	PC Wages 2023	142.22			89,595.31
12/13/2023	7189	Trevor Dotson	-split-	PC Wages 2023	284.45			89,310.86
12/13/2023	7190	Alec Amstutz	-split-	PC Wages 2023	67.98			89,242.88
12/13/2023	7191	Theron V Reibel	101-101 · Twp Board:...	ZBA Wages	102.30			89,140.58
12/13/2023	7192	Henk and/o Nyanna ...	101-265 · Township H...		7.50			89,133.08
12/13/2023	7193	Robert Englebrecht	101-209 · Assessor:20...	2023 Wages	812.50			88,320.58
12/13/2023	7194	David Parsons	101-276 · Cemetary:27...	2023 Sexton	165.00			88,155.58

LAW OFFICES  
STEVEN H. SCHWARTZ & ASSOCIATES, P.L.C.

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Norwood Township  
Brenda Freds, Clerk  
00640 Lakeshore Drive  
Charlevoix MI 49720

Page: 1  
12/01/2023  
Account No: 132-000  
Statement No: 7

PREVIOUS BALANCE	\$42.50
 BALANCE DUE	 \$42.50 =====

PLEASE MAKE CHECKS PAYABLE TO:  
STEVEN H. SCHWARTZ & ASSOCIATES, P.L.C.

Township of Norwood - Fire Services Fund  
Balance Sheet  
As of June 30, 2024

	Jun 30, 24
ASSETS	
Current Assets	
Checking/Savings	
206-101 · Cash in Bank-EMS	13,117.85
Total Checking/Savings	13,117.85
Total Current Assets	13,117.85
TOTAL ASSETS	13,117.85
LIABILITIES & EQUITY	
Equity	
206-390 · Fund Balance	19,650.86
32000 · Retained Earnings	25,657.44
Net Income	-32,190.45
Total Equity	13,117.85
TOTAL LIABILITIES & EQUITY	13,117.85



FIRE FUND Investment Account  
Balance Sheet  
As of December 31, 2023

	Dec 31, 23
ASSETS	
Other Assets	
Other Assets	30,000.00
Total Other Assets	30,000.00
TOTAL ASSETS	30,000.00
LIABILITIES & EQUITY	
Equity	
Net Income	30,000.00
Total Equity	30,000.00
TOTAL LIABILITIES & EQUITY	30,000.00

3:43 PM

12/05/23

Accrual Basis

**Township of Norwood - Fire Services Fund**  
**Profit & Loss Budget vs. Actual**  
July through December 2023

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	<u>Jul - Dec 23</u>	<u>Budget</u>	<u>\$ Over Budget</u>
<b>Income</b>			
206-404 · Property Taxes	0.00	30,751.50	-30,751.50
206-664 · Interest Earned	25.20		
<b>Total Income</b>	25.20	30,751.50	-30,726.30
<b>Expense</b>			
206-820 · Fire Protection	0.00	35,000.00	-35,000.00
206-990 · Transfers to Other Fund	32,215.65		
<b>Total Expense</b>	32,215.65	35,000.00	-2,784.35
<b>Net Income</b>	<u><u>-32,190.45</u></u>	<u><u>-4,248.50</u></u>	<u><u>-27,941.95</u></u>

6:16 PM

12/13/23

Accrual Basis

**Township of Norwood-General Fund**  
**Balance Sheet**  
**As of December 31, 2023**

---

	<u>Dec 31, 23</u>
<b>ASSETS</b>	
Current Assets	
Checking/Savings	
101-001 · BankAcct-Gen Fund	88,155.58
Total Checking/Savings	88,155.58
Total Current Assets	88,155.58
<b>TOTAL ASSETS</b>	<b><u>88,155.58</u></b>
<b>LIABILITIES &amp; EQUITY</b>	
Equity	
101-390 · Fund Balance-General Fund	89,682.43
Net Income	-1,526.85
Total Equity	88,155.58
<b>TOTAL LIABILITIES &amp; EQUITY</b>	<b><u>88,155.58</u></b>

6:15 PM

12/13/23

Accrual Basis

**Township of Norwood-General Fund**  
**Profit & Loss Budget vs. Actual**  
 July 2023 through June 2024

	Jul '23 - Jun 24	Budget	\$ Over Budget
<b>Income</b>			
101-403 · Property Taxes			
403-1 · Summer Tax -Adm	7,001.87	10,943.00	-3,941.13
403-2 · Winter Tax - Adm	0.00	7,735.00	-7,735.00
403-4 · School Collection Fee	0.00	3,410.00	-3,410.00
101-403 · Property Taxes - Other	3,875.59	61,503.00	-57,627.41
<b>Total 101-403 · Property Taxes</b>	<b>10,877.46</b>	<b>83,591.00</b>	<b>-72,713.54</b>
101-423 · Swamp Tax	0.00	2,500.00	-2,500.00
101-475 · STR/SUP Fees	1,700.00	2,500.00	-800.00
101-476 · Zoning Permits	1,125.00	2,000.00	-875.00
101-573 · Local Comm Stabilization Share	0.00	3,000.00	-3,000.00
101-574 · State Shared Revenue	38,188.00	67,000.00	-28,812.00
101-664 · Interest Income	190.44	120.00	70.44
101-673 · Cemetary Lots and Fees	1,900.00	1,200.00	700.00
101-697 · Rental of Township Hall/Other Misc	200.00		
<b>Total Income</b>	<b>54,180.90</b>	<b>161,911.00</b>	<b>-107,730.10</b>
<b>Expense</b>			
Payroll			
Comp FICA	1,582.27	3,025.00	-1,442.73
Comp MCARE	370.04	715.00	-344.96
<b>Total Payroll</b>	<b>1,952.31</b>	<b>3,740.00</b>	<b>-1,787.69</b>
Transfer from other Fund	-46,273.13		
101-101 · Twp Board			
101-528 · Township Garbage Collection	0.00	14,000.00	-14,000.00
101-702 · Trustees Wages	1,964.00	3,928.00	-1,964.00
101-705 · FOIA Coordinator	600.00	1,200.00	-600.00
101-727 · Office Supplies	105.99	600.00	-494.01
101-740 · Operating Supplies	305.10	0.00	305.10
101-801 · Accounting/Auditing	0.00	2,000.00	-2,000.00
101-802 · Legal Services	2,560.00	7,000.00	-4,440.00
101-803 · Dues/Membership	0.00	1,100.00	-1,100.00
101-805 · Zoning Board of Appeals			
805-702 · ZBA Wages	460.35	465.00	-4.65
805-740 · ZBA Supplies	0.00	50.00	-50.00
805-802 · ZBA Legal	340.00	500.00	-160.00
805-900 · ZBA Public Notices	162.00	100.00	62.00
101-805 · Zoning Board of Appeals - Other	-250.00		
<b>Total 101-805 · Zoning Board of Appeals</b>	<b>712.35</b>	<b>1,115.00</b>	<b>-402.65</b>

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12/13/23

Accrual Basis

**Township of Norwood-General Fund**  
**Profit & Loss Budget vs. Actual**  
 July 2023 through June 2024

	Jul '23 - Jun 24	Budget	\$ Over Budget
101-900 · Public Notices	0.00	500.00	-500.00
101-910 · Insurance/Bonds	0.00	7,700.00	-7,700.00
101-911 · Workers Compensation	0.00	850.00	-850.00
101-960 · Website	233.22	1,000.00	-766.78
101-965 · Festival Donations	1,500.00	1,500.00	0.00
<b>Total 101-101 · Twp Board</b>	<b>7,980.66</b>	<b>42,493.00</b>	<b>-34,512.34</b>
101-171 · Supervisor			
171-702 · Supervisor Wages	3,378.00	6,756.00	-3,378.00
171-726 · Supervisor Supplies	0.00	800.00	-800.00
171-869 · Supervisor Travel	0.00	50.00	-50.00
171-956 · Supervisor Education	0.00	50.00	-50.00
<b>Total 101-171 · Supervisor</b>	<b>3,378.00</b>	<b>7,656.00</b>	<b>-4,278.00</b>
101-191 · Elections			
191-702 · Election Wages	1,034.15	1,300.00	-265.85
191-725 · Elections Meals	152.63	200.00	-47.37
191-726 · Elections Supplies	138.81	150.00	-11.19
191-740 · Elections Operating Supplies	1,892.74	2,600.00	-707.26
191-956 · Elections Education	81.00	600.00	-519.00
<b>Total 101-191 · Elections</b>	<b>3,299.33</b>	<b>4,850.00</b>	<b>-1,550.67</b>
101-209 · Assessor			
209-702 · Assessor Wages	250.00	250.00	0.00
209-706 · Assessor Services	4,875.00	9,750.00	-4,875.00
209-740 · Assessor Supplies	452.00	1,000.00	-548.00
<b>Total 101-209 · Assessor</b>	<b>5,577.00</b>	<b>11,000.00</b>	<b>-5,423.00</b>
101-215 · Clerk			
215-702 · Clerk Salary	4,210.00	8,420.00	-4,210.00
215-703 · Deputy Clerk/Admin. Assistant	462.00	1,050.00	-588.00
215-704 · Webmaster	300.00	600.00	-300.00
215-726 · Clerk Supplies	0.00	900.00	-900.00
215-740 · Clerk Operating Supplies	127.14	0.00	127.14
215-775 · Clerk Repairs/Maint	0.00	100.00	-100.00
215-860 · Clerk Travel	0.00	50.00	-50.00
215-956 · Clerk Education	0.00	50.00	-50.00
<b>Total 101-215 · Clerk</b>	<b>5,099.14</b>	<b>11,170.00</b>	<b>-6,070.86</b>

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12/13/23

Accrual Basis

**Township of Norwood-General Fund**  
**Profit & Loss Budget vs. Actual**  
 July 2023 through June 2024

	Jul '23 - Jun 24	Budget	\$ Over Budget
<b>101-247 · Board of Review</b>			
247-702 · Bd of Review Wages	0.00	990.00	-990.00
247-725 · Bd of Review Meals	0.00	100.00	-100.00
247-726 · Bd of Review Supplies	0.00	50.00	-50.00
247-900 · Bd of Review Public Notices	0.00	150.00	-150.00
247-956 · Bd of Review Education	0.00	100.00	-100.00
<b>Total 101-247 · Board of Review</b>	<b>0.00</b>	<b>1,390.00</b>	<b>-1,390.00</b>
<b>101-253 · Treasurer</b>			
253-702 · Treasurer Wages	3,930.00	7,860.00	-3,930.00
253-727 · Treasurer Office Supplies	95.20	250.00	-154.80
253-740 · Treasurer Operating Supplies	330.00	0.00	330.00
253-801 · Treasurer Tax Preparation	126.58	1,500.00	-1,373.42
253-860 · Treasurer Travel	0.00	50.00	-50.00
253-956 · Treasurer Education	0.00	50.00	-50.00
<b>Total 101-253 · Treasurer</b>	<b>4,481.78</b>	<b>9,710.00</b>	<b>-5,228.22</b>
<b>101-255 · Zoning Administrator</b>			
255-702 · Zoning Admin Wages	3,000.00	6,000.00	-3,000.00
255-706 · Zoning Admin Contracted Service	2,000.00	3,000.00	-1,000.00
255-726 · STR/SUP/Mileage	0.00	500.00	-500.00
255-802 · Legal Services	0.00	400.00	-400.00
255-860 · Zoning Admin Travel	0.00	50.00	-50.00
255-956 · Zoning Admin Education	0.00	50.00	-50.00
<b>Total 101-255 · Zoning Administrator</b>	<b>5,000.00</b>	<b>10,000.00</b>	<b>-5,000.00</b>
<b>101-265 · Township Hall</b>			
101-265-2 Historic Town Hall			
265-2-775 Old Hall Maintenance	0.00	3,000.00	-3,000.00
265-2-921 HistoricHElectricity	258.00	600.00	-342.00
<b>Total 101-265-2 Historic Town Hall</b>	<b>258.00</b>	<b>3,600.00</b>	<b>-3,342.00</b>
265-706 · Contracted Services/Mowing/Snow	420.00	1,200.00	-780.00
265-750 · Internet Service	413.94	865.00	-451.06
265-775 · Cleaning/Maintenance	798.68	1,800.00	-1,001.32
265-850 · Twp Hall Telephone	245.37	600.00	-354.63
265-921 · Twp. Hall Electricity	370.20	840.00	-469.80
265-922 · Twp Hall Heating Fuel	624.65	2,400.00	-1,775.35
265-974 · New Town Hall			
265-974-2 LOAN New Hall	9,906.44	20,000.00	-10,093.56
<b>Total 265-974 · New Town Hall</b>	<b>9,906.44</b>	<b>20,000.00</b>	<b>-10,093.56</b>
<b>Total 101-265 · Township Hall</b>	<b>13,037.28</b>	<b>31,305.00</b>	<b>-18,267.72</b>

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12/13/23

Accrual Basis

**Township of Norwood-General Fund**  
**Profit & Loss Budget vs. Actual**  
 July 2023 through June 2024

	Jul '23 - Jun 24	Budget	\$ Over Budget
<b>101-276 · Cemetary</b>			
276-702 · Cemetary Wages	955.00	660.00	295.00
276-706 · Cemetary Contracted Services	4,285.00	5,000.00	-715.00
276-974 · Cemetary Improvements	0.00	300.00	-300.00
<b>Total 101-276 · Cemetary</b>	<b>5,240.00</b>	<b>5,960.00</b>	<b>-720.00</b>
<b>101-450 · Street Lights</b>			
450-921 · Street Lights Electricity	782.00	1,600.00	-818.00
<b>Total 101-450 · Street Lights</b>	<b>782.00</b>	<b>1,600.00</b>	<b>-818.00</b>
<b>101-691 · Township Park</b>			
691-702 · Twp Park Wages Park Ranger	330.00	600.00	-270.00
691-706 · Twp Park Contracted Mowing	420.00	1,000.00	-580.00
691-726 · Supplies	100.01	200.00	-99.99
691-974 · Twp Park Improvements	1,200.00	5,250.00	-4,050.00
<b>Total 101-691 · Township Park</b>	<b>2,050.01</b>	<b>7,050.00</b>	<b>-4,999.99</b>
<b>101-806 · Planning Commission</b>			
806-702 · Plan Comm Wages	1,760.00	4,752.00	-2,992.00
806-727 · Plan Comm Office Supplies	0.00	100.00	-100.00
806-802 · PC Legal	0.00	1,000.00	-1,000.00
806-803 · Plan Comm Dues/Memberships	0.00	300.00	-300.00
806-804 · Planner	3,000.00	6,000.00	-3,000.00
806-820 · PC Recording Secretary	462.00	1,005.00	-543.00
806-900 · Plan Comm Public Notices	0.00	200.00	-200.00
806-956 · Plan Comm Education	0.00	50.00	-50.00
<b>Total 101-806 · Planning Commission</b>	<b>5,222.00</b>	<b>13,407.00</b>	<b>-8,185.00</b>
<b>101-999 · Transfers to other funds</b>	<b>38,881.37</b>		
<b>Total Expense</b>	<b>55,707.75</b>	<b>161,331.00</b>	<b>-105,623.25</b>
<b>Net Income</b>	<b>-1,526.85</b>	<b>580.00</b>	<b>-2,106.85</b>



**GREAT LAKES  
ENERGY**

Member Services & Outages: 888-485-2537  
Online: [gtlakes.com](http://gtlakes.com) Email: [billing@glenergy.com](mailto:billing@glenergy.com)

Page 1 of 6

Our offices will be closed Nov. 23-24 for the Thanksgiving holiday.

See additional pages for billing details.

**TOTAL  
AUTOPAY AMOUNT**  
**\$241.58**

Bank Account will be  
drafted on  
12/06/2023

The MPSC estimates that Energy Optimization programs will save members \$3.00/month on average.

### Invoice Information

**Primary Account #:** 598001  
**Member Name:** NORWOOD TOWNSHIP  
**Invoice Number:** 6  
**Billing Period:** 10/12/2023 - 11/13/2023 for 32 Days  
**Billing Date:** 11/16/2023  
**Current Bill Due Date:** 12/06/2023  
**Phone Number:** (231) 547-4429  
**Mailing Address:** ATTN BRENDA FRED'S  
640 LAKE SHORE DR  
CHARLEVOIX MI 49720-9728

### Balance Summary

Previous Balance	\$239.72
Payments	-\$239.72
<b>Balance Before Current Charges</b>	<b>\$0.00</b>
<b>Total Current Amount</b>	<b>\$241.58</b>
<b>Total</b>	<b>\$241.58</b>

Thank you for your previous payment of: \$239.72

## IMPORTANT MEMBER INFORMATION

Need energy assistance? Call 2-1-1 to learn more.

Want to win \$100 and give back to your local community at the same time? Join the People Fund today. We'll randomly select six winners on Dec.1. Contact us or visit us online to enroll.



**GREAT LAKES ENERGY** 1 Cooperative Center Dr.  
Newaygo, MI 49337

Statement Enclosed



4 10620

NORWOOD TOWNSHIP  
ATTN BRENDA FRED'S  
640 LAKE SHORE DR  
CHARLEVOIX MI 49720-9728

<b>AutoPay Amount</b>	<b>\$241.58</b>
<b>Bank Account will be drafted on</b>	<b>12/06/2023</b>
Billing Date	11/16/2023
Primary Account #	598001
Invoice Group #	6

☐ Check this box and complete reverse side to update your address or phone number, enroll in the automatic bill payment program, or People Fund.

BILL PAYMENT CENTER 1  
2183 N WATER ROAD  
HART MI 49420-9007



2404800005980010000000000000024158111520233





Member Name: NORWOOD TOWNSHIP  
Primary Account #: 598001

Invoice Group: 6  
Billing Date: 11/16/2023  
Page: 2 of 6

Account #	Service Address	Rate	Meter #	Energy	Demand	Total
598001	LAKE ST	CSP	26427642	22 kWh		\$43.00
598002	GENNETT RD- LIGHT	OLO		281 kWh		\$90.00
598004	US 31 & HILLTOP DR	OLO		60 kWh		\$16.00
598005	US 31 & BARNARD RD	OLO		64 kWh		\$25.00
598006	640 LAKESHORE	CSP	688467073	179 kWh		\$67.58
Total:				606 kWh		\$241.58

If you have questions or a complaint, please contact us at 888-485-2537 or through mail to the address on this bill.

### Thank you for being a member!

- ☐ Mailing Address or Phone Number Changes Please call us for all other service change requests.
- ☐ Permanent ☐ Temporary (from \_\_\_/\_\_\_/\_\_\_ to \_\_\_/\_\_\_/\_\_\_)

Mailing Address \_\_\_\_\_

City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_

Email \_\_\_\_\_

Home Phone \_\_\_\_\_ Cell Phone \_\_\_\_\_

☐ **AutoPay by check\*** - Use the check enclosed to obtain my bank account information. I understand that I may discontinue AutoPay by contacting Great Lakes Energy.

\* With AutoPay by check you authorize GLE to initiate a monthly electronic funds transfer from your banking institution. Funds may be withdrawn as soon as the same day we receive payment. The transaction will appear as an ACH Debit and an image or copy of the check will not be available through your bank.



When you round up your bill to the nearest dollar, your extra change will fund local non-profit organizations in your community. Sign up for the easiest good thing you'll ever do.

- ☐ Yes, I would like to join the People Fund.
- ☐ Yes, I would like to join the People Fund PLUS and contribute an additional \$\_\_\_\_\_/mo.

Signature (required) \_\_\_\_\_  
[gtlakes.com/people-fund](https://gtlakes.com/people-fund)



Member Name: NORWOOD TOWNSHIP  
Primary Account #: 598001

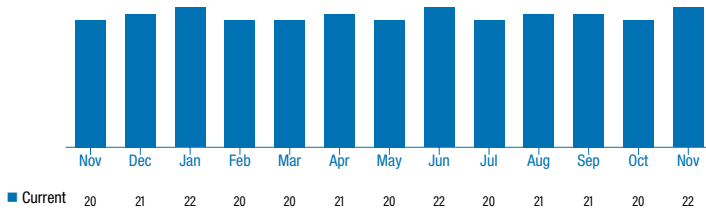
Billing Date: 11/16/2023  
Page: 3 of 6

## Account: 598001

Service Address: LAKE ST - TOWN HALL

Meter #	Billing Period	Prior Reading	Present Reading	Multiplier	kWh Usage	Description	Rate
26427642	10/12/2023 - 11/13/2023	15604 (Act)	15626 (Act)	1	22	General Service	CSP

Meter # 26427642



### Previous Account Activity

Previous Balance	\$43.00
Payment(s)	-\$43.00
<b>Account Balance Before Current Charges</b>	<b>\$0.00</b>

### Current Activity

Monthly Charge		\$34.21
Energy Usage	22 kWh @ 0.115	\$2.53
PSCR On Energy Use	22 kWh @ 0.01875	\$0.41
Energy Optimization Surcharge		\$4.76
People Fund		\$0.21
MI Low Income Energy Fund		\$0.88
<b>Total Current Activity</b>		<b>\$43.00</b>

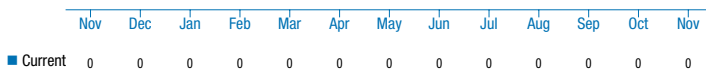
**Total Amount Due \$43.00**  
**Bank Account will be drafted On 12/06/2023**

## Account: 598002

Service Address: GENNETT RD- LIGHT

Meter #	Billing Period	Prior Reading	Present Reading	Multiplier	kWh Usage	Description	Rate
	10/12/2023 - 11/13/2023			0	0	Lights	OLO

Meter #



### Previous Account Activity

Previous Balance	\$90.00
Payment(s)	-\$90.00
<b>Account Balance Before Current Charges</b>	<b>\$0.00</b>

### Current Activity

175 Watts MV	3(225 kWh) @ 15.66	\$46.98
40w LED Light	4(56 kWh) @ 9.43	\$37.72
PSCR On Light Use	281 kWh @ 0.01875	\$5.27
People Fund		\$0.03
<b>Total Current Activity</b>		<b>\$90.00</b>

**Total Amount Due \$90.00**  
**Bank Account will be drafted On 12/06/2023**





Member Name: NORWOOD TOWNSHIP  
Primary Account #: 598001

Billing Date: 11/16/2023  
Page: 4 of 6

## Account: 598004

Service Address: US 31 & HILLTOP DR

Meter #	Billing Period	Prior Reading	Present Reading	Multiplier	kWh Usage	Description	Rate
	10/12/2023 - 11/13/2023			0	0	Lights	OL0

### Meter #

	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov
■ Current	0	0	0	0	0	0	0	0	0	0	0	0	0

### Previous Account Activity

Previous Balance	\$16.00
Payment(s)	-\$16.00
<b>Account Balance Before Current Charges</b>	<b>\$0.00</b>

### Current Activity

150 Watts HPS	1(60 kWh) @ 14.49	\$14.49
PSCR On Light Use	60 kWh @ 0.01875	\$1.13
People Fund		\$0.38
<b>Total Current Activity</b>		<b>\$16.00</b>

**Total Amount Due** **\$16.00**  
**Bank Account will be drafted On 12/06/2023**

## Account: 598005

Service Address: US 31 & BARNARD RD

Meter #	Billing Period	Prior Reading	Present Reading	Multiplier	kWh Usage	Description	Rate
	10/12/2023 - 11/13/2023			0	0	Lights	OL0

### Meter #

	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov
■ Current	0	0	0	0	0	0	0	0	0	0	0	0	0

### Previous Account Activity

Previous Balance	\$25.00
Payment(s)	-\$25.00
<b>Account Balance Before Current Charges</b>	<b>\$0.00</b>

### Current Activity

100 Watts HPS	1(40 kWh) @ 11.38	\$11.38
70w LED Center Suspension	1(24 kWh) @ 11.71	\$11.71
PSCR On Light Use	64 kWh @ 0.01875	\$1.20
People Fund		\$0.71
<b>Total Current Activity</b>		<b>\$25.00</b>

**Total Amount Due** **\$25.00**  
**Bank Account will be drafted On 12/06/2023**



Member Name: NORWOOD TOWNSHIP  
Primary Account #: 598001

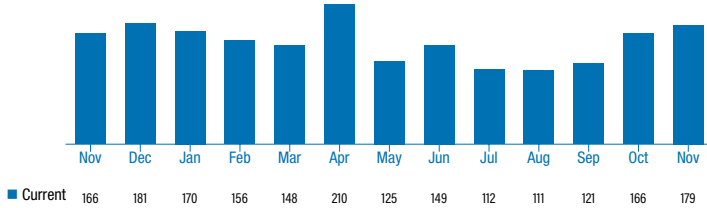
Billing Date: 11/16/2023  
Page: 5 of 6

Account: 598006

Service Address: 640 LAKESHORE

Meter #	Billing Period	Prior Reading	Present Reading	Multiplier	kWh Usage	Description	Rate
688467073	10/12/2023 - 11/13/2023	4269 (Act)	4448 (Act)	1	179	General Service	CSP

Meter # 688467073



Previous Account Activity

Previous Balance	\$65.72
Payment(s)	-\$65.72
<b>Account Balance Before Current Charges</b>	<b>\$0.00</b>

Current Activity

Monthly Charge		\$34.21
Energy Usage	179 kWh @ 0.115	\$20.59
PSCR On Energy Use	179 kWh @ 0.01875	\$3.36
Energy Optimization Surcharge		\$4.76
State Sales Tax (\$62.92 x 6.0%)		\$3.78
MI Low Income Energy Fund		\$0.88
<b>Total Current Activity</b>		<b>\$67.58</b>

**Total Amount Due** **\$67.58**  
**Bank Account will be drafted On 12/06/2023**



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Michigan Media, Inc.

Charlevoix County News  
112 E. 6th St.  
Gaylord, MI 49735-2015

INVOICE

Invoice Number: 16196  
Invoice Date: Nov 16, 2023  
Page: 1

Voice: 989-732-8160 Billing  
Fax:

Bill To:
Norwood Township Brenda Freds, Clerk 00640 Lakeshore Dr. Charlevoix, MI 49720

Customer ID	Customer PO	Payment Terms	
Norwood Township		Net 10 Days	
Sales Rep ID	Shipping Method	Ship Date	Due Date
Dave 1	Best Way		11/26/23

Quantity	Item	Description	Unit Price	Amount
10.00	Legal Notice - Col.	Char. Co. News Legal Notice - Notice of Appeals Hearing - Re-notice	6.00	60.00
			Subtotal	60.00
			Sales Tax	
			Total Invoice Amount	60.00
			Payment/Credit Applied	
			TOTAL	60.00

Check/Credit Memo No:

Overdue invoices are subject to late charges.

# CHARLEVOIX COUNTY ROAD COMMISSION

## ENGINEERS ESTIMATE

DATE <b>December 12, 2023</b>	LOCATION <b>Lake St.: Pavement end to township hall area</b>
TOWNSHIP <b>NORWOOD TWP.</b>	LENGTH <b>560-FT</b>
PREPARED BY <b>James G. Vanek, Staff Engineer</b>	TYPE OF WORK Clearing, drainage improvements, paving, gravel shoulders and restoration

WORK ITEM	ESTIMATED QUANTITY	UNIT	UNIT PRICE	AMOUNT
Clearing (8' x 90' area)	1.00	LSUM	\$ 1,500.00	\$ 1,500.00
Ditching	350	LFT	\$ 8.00	\$ 2,800.00
Pavement, Rem.	111	SYD	\$ 16.00	\$ 1,776.00
Embankment, LM. (Misc. Quantity)	75	CYD	\$ 20.00	\$ 1,500.00
Trenching	5.60	STA	\$ 150.00	\$ 840.00
22A Aggregate	400	TON	\$ 30.00	\$ 12,000.00
Culvert, CSP, CI A, 18-Inch DIA.	44	LFT	\$ 85.00	\$ 3,740.00
5E1, Mod. Bituminous Pavement	310	TON	\$ 155.00	\$ 48,050.00
23A Shoulders	15	TON	\$ 35.00	\$ 525.00
Restoration	1,473	SYD	\$ 4.00	\$ 5,892.00

**SUBTOTAL \$ 78,623.00**

**CONTINGENCIES \$ 7,000.00**

**ESTIMATED PROJECT COST \$ 85,623.00**

YOUNG, GRAHAM & WENDLING, P.C.  
Attorneys at Law  
P.O. Box 398  
Bellaire, MI 49615  
(231) 533-8635

Invoice submitted to:  
Norwood Township  
Brenda Freds, Clerk  
00640 Lakeshore Drive  
Charlevoix, MI 49720

December 01, 2023

In Reference To: Miscellaneous legal matters  
Invoice # 25201

Professional Services

	<u>Amount</u>
<u>Telephone/email retainer</u>	
11/30/2023 December 1-31, 2023	200.00
SUBTOTAL:	[ 200.00]
For professional services rendered	\$200.00
Previous balance	\$200.00
Accounts receivable transactions	
11/7/2023 Payment - thank you. Check No. 7156	(\$200.00)
Total payments and adjustments	(\$200.00)
Balance due	<u>\$200.00</u>

The above billing is for services through October 31, 2023.



Norwood Township Phragmites Fund  
Balance Sheet  
As of December 31, 2023

	Dec 31, 23
ASSETS	
Current Assets	
Checking/Savings	
Charlevoix State Bank	7,936.97
Total Checking/Savings	7,936.97
Total Current Assets	7,936.97
TOTAL ASSETS	7,936.97
LIABILITIES & EQUITY	
Equity	
Retained Earnings	7,932.99
Net Income	3.98
Total Equity	7,936.97
TOTAL LIABILITIES & EQUITY	7,936.97

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12/05/23

Accrual Basis

**Township of Norwood-Road Fund**  
**Balance Sheet**  
As of December 5, 2023

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	<u>Dec 5, 23</u>
<b>ASSETS</b>	
Current Assets	
Checking/Savings	
203-100 · Cash in Bank-Road Fund	44,457.75
Total Checking/Savings	<u>44,457.75</u>
Total Current Assets	<u>44,457.75</u>
<b>TOTAL ASSETS</b>	<b><u>44,457.75</u></b>
<b>LIABILITIES &amp; EQUITY</b>	
Equity	
203-390 · Fund Balance-Roads	49,352.52
Net Income	<u>-4,894.77</u>
Total Equity	<u>44,457.75</u>
<b>TOTAL LIABILITIES &amp; EQUITY</b>	<b><u>44,457.75</u></b>

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12/05/23

Accrual Basis

**Township of Norwood-Road Fund**  
**Profit & Loss Budget vs. Actual**  
July 1 through December 5, 2023

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	<u>Jul 1 - Dec 5, 23</u>	<u>Budget</u>	<u>\$ Over Budget</u>
<b>Income</b>			
203-404 · Property Taxes-Roads	0.00	61,503.00	-61,503.00
203-664 · Interest Income	50.23	0.00	50.23
<b>Total Income</b>	50.23	61,503.00	-61,452.77
<b>Expense</b>			
203-974 · Road Improvements	0.00	6,500.00	-6,500.00
203-990 · Transfer to other Funds	4,945.00	0.00	4,945.00
<b>Total Expense</b>	4,945.00	6,500.00	-1,555.00
<b>Net Income</b>	<u><b>-4,894.77</b></u>	<u><b>55,003.00</b></u>	<u><b>-59,897.77</b></u>

*Two Tax stamps*



CHARLEVOIX  
6700 M 66 N  
CHARLEVOIX, MI 49720-9623  
(800)275-8777

11/21/2023

01:53 PM

Product	Qty	Unit Price	Price
U.S. Flag Coil	5	\$66.00	\$330.00

Grand Total: \$330.00

Personal/Bus Check \$315.00  
Debit Card Remit \$15.00

Card Name: MasterCard  
Account #: XXXXXXXXXXXX0253  
Approval #: 506220  
Transaction #: 110  
Receipt #: 025604  
Debit Card Purchase: \$15.00  
AID: A0000000042203  
AL: US Debit  
PIN: Verified

Chip

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

*Cost of postage is  
now 66¢ - (11)  
apparently it must  
have changed recently -  
So pls reimburse  
\$15 -*

UFN  
Rec  
Cler

NORWOOD TOWNSHIP GENERAL FUND

11 S Postmaster

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Phone: (888) 485-2537  
 Email: [billing@truestreamfiber.com](mailto:billing@truestreamfiber.com)  
 Pay Online: [truestreamfiber.com](http://truestreamfiber.com)

## Message Center

Our offices will be closed Nov. 23-24 for the Thanksgiving holiday.

**CUSTOMER NAME** | **NORWOOD TOWNSHIP**  
 Bill Date: 11/03/2023  
 Account Number: 598007

**TOTAL  
AUTOPAY AMOUNT**

**\$110.46**

Bank Account will be  
drafted on  
12/01/2023

## Billing Summary

Previous Balance	\$110.46
Payments	-\$110.46
Balance Forward	\$0.00

## Service Summary

INTERNET SERVICE	\$68.99
PHONE SERVICE	\$41.47
<b>Current Charges</b>	<b>\$110.46</b>
<b>Total Charges Due by 12/01/2023</b>	<b>\$110.46</b>



Love your Truestream  
internet connection?

Add a phone line and save \$5 on your bill!

▲ **KEEP** Please do not staple or paperclip payment.

▼ **SEND**



1 Cooperative Center Dr.  
Newaygo, MI 49337

**Bill date**  
**Account number**

11/03/2023  
598007

**AutoPay Amount \$110.46**  
**Please pay by Dec 1, 2023**

☐ Check this box and complete reverse side to update your contact information or to enroll in the automatic payment program.

BILL PAYMENT CENTER  
 2183 N WATER ROAD 10  
 HART MI 49420-9007



NORWOOD TOWNSHIP  
 ATTN BRENDA FRED'S  
 640 LAKE SHORE DR  
 CHARLEVOIX MI 49720-9728

4 14061



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The 911 Charlevoix County Surcharge is for your 911 service, which has been approved by the Charlevoix County Board of Commissioners Resolutions on November 24, 2014. This is not a charge assessed by your service supplier. If you have questions concerning your 911 service, you may call 1-231-347-3911.

This page of your bill will provide you with a breakdown of all your current charges. If this is your first bill, you may notice prorated partial month charges.

## Service Activity: LAKE ST & LAKE SHORE DR

Account: 598007

### INTERNET SERVICE

Service: Primary

Internet

Monthly Charges - 12/01/23 to 12/31/23

Small Business Internet: 200 Mbps

\$73.99

Bundle Credit

-\$5.00

Internet Subtotal

**\$68.99**

Total Current INTERNET SERVICE

**\$68.99**

### PHONE SERVICE

Service: Primary - 231-237-4404

Phone

Monthly Charges - 12/01/23 to 12/31/23

Standard Voice

\$34.99

FCC Regulatory Fee

\$0.04

Federal Universal Service Fee

\$2.59

MI Sales Tax

\$2.26

E911 State Surcharge

\$0.25

E911 Technical Admin Fee

\$0.73

E911 County Charlevoix

\$0.61

Phone Subtotal

**\$41.47**

Total Current PHONE SERVICE

**\$41.47**

**Total Current Charges: LAKE ST & LAKE SHORE DR**

**\$110.46**

Please call us for all other service change requests.

Email \_\_\_\_\_

Home Phone \_\_\_\_\_ Cell Phone \_\_\_\_\_

☐ **AutoPay by check\*** - Use the check enclosed to obtain my bank account information. I understand that I may discontinue AutoPay by contacting Great Lakes Energy.

\* With AutoPay by check you authorize GLE to initiate a monthly electronic funds transfer from your banking institution. Funds may be withdrawn as soon as the same day we receive payment. The transaction will appear as an ACH Debit and an image or copy of the check will not be available through your bank.

Upgrade to Gigabit—  
that's 1,000 Mbps

Experience a near-unlimited  
connection at Gigabit speeds.

