



**SCHOOLCRAFT TOWNSHIP BOARD MEETING
04-09-24**

- 1.) Call to Order**
- 2.) Pledge of Allegiance**
- 3.) Roll Call**
- 4.) Approval of Agenda**
- 5.) Approval of Regular Meeting Minutes 03-12-24**
- 6.) Approval of Special Meeting Minutes 03-28-24**
- 7.) Approval of List of Bills**
- 8.) Acceptance of Treasurer's Report**
- 9.) Public Comment ****
- 10.) New Business:**
 - a.) Pricing for Public Notices- Tamra**
 - b.) LaCrosse Fee discussion- Virginia**
 - c.) Text MyGov discussion- Teresa/Jennifer**
 - d.) Set public hearing date for Sunset Lake Vegetation Control
2025-2029 Special Assessment roll confirmation**
 - e.) Discuss Disposal of Fixed Assets policy - Virginia**
- 11.) Planning Commission Report**
- 12.) ZBA Report**
- 13.) Township Park Report**
- 14.) SKCFA Report**
- 15.) SCS&WA Report**
- 16.) Members Time**
- 17.) Adjourn**

**** Public Comment Limited to 3 Minutes**



March 12, 2024

Proposed - Including ZOOM

Call to Order: 6:00 p.m.

Members Present: Supervisor Ulsh, Clerk Mongreig, Treasurer Scott, Trustee Stafford, and Trustee Sportel
Pledge of Allegiance

Motion by Stafford with second by Sportel to approve the Agenda with the deletion of New Business:
f.) "Approve sale of 2012 JD Mower for \$1 ,800.00."
f.) was replaced with Approval of Schoolcraft Township 2024-2025 Meeting Dates. Addition of k.)
Approval of 2024-2025 Budget. **Unanimously Approved.**

Motion by Scott with second by Sportel to approve the February 13, 2024, minutes of the Regular Meeting of Schoolcraft Township Board with the correction on page #2 — deleting word "attend" **Unanimously Approved.**

Motion by Scott with second by Stafford to approve the List of Bills as presented. **Unanimously Approved.**
Treasurer Scott reported:

Income February 2024	\$ 273,954.25
Expenditures	\$ 59,991 .18
Balance February 1, 2024	\$ 605,758.50
Balance February 29, 2024	\$ 819,721.57
Total ARPA Funds	\$500,1 17.21

Motion by Stafford with second by Mongreig to approve the Treasurer's Report as presented. **Unanimously Approved.**

Public Comment:

Kalamazoo County Road Commission Vice-Chair David Pawloski invited all present to the Kalamazoo County Road Commission on March 21, 2024, 4 to 7 p.m. for an open house at their new facility located at 4400 South 26th Street Kalamazoo, MI.

Vice Chair Pawloski reviewed safety statistics that the Road Commission is reporting as the reason for installing a roundabout at 23rd St. and TU Avenue.

23rd Street to TU Avenue, and TU Avenue to Sprinkle Road will then become Primary Roads.

Clerk Mongreig replied to Mr. Pawloski that the Road Commission is not using an even comparison in their traffic studies.

Supervisor Ulsh informed Mr. Pawloski of the continuing housing development in Vicksburg near U Avenue and Portage Road.

March 12, 2024

Resolution to Adopt Budget Amendments

All Amendments from Fund Balance 101.000.390.000

Amendment #1 - 3122024	\$4,000.00	101.262.960.000	Election Misc.
Amendment #2 - 3122024	\$6,000.00	101.272.728.000	Admin Postage
Amendment #3 - 3122024	\$10,000.00	101.272.751.000	Admin Computer Software and Support
Amendment #4 - 3122024	\$10,000.00	101.272.804.000	Admin Engineering
Amendment #5 - 3122024	\$15,000.00	101.272.826.000	Admin Legal
Amendment #6 - 3122024	\$6,000.00	101.336.801.000	Fire Protection
Amendment #7 - 3122024	\$1,500.00	101.448.920.160	Street Lights Other
Amendment #8 - 3122024	\$4,000.00	101.567.805.000	Cemetery Snow and Ice Removal
Amendment #9 - 3122024	\$6,000.00	101.702.826.000	Zoning Legal

Motion by Sportel, second by Mongreig to approve the above **Budget Amendments**.

Roll call vote:

Scott yes, Stafford yes, Mongreig yes, Sportel yes, and Ulsh yes.

Motion by Mongreig with second by Sportel to set the **Schoolcraft Township 2024 Poverty Guidelines** at \$1 7,496.00 for a single family. **Unanimously Approved.**

Service Providers were approved for 2024-2025.

Salary Resolutions approved 2024-2025.

Financial Institutions were approved 2024-2025. Motion by Mongreig with second by Stafford to approve the **2024-2025 Insurance Coverage Renewal** with the Ted Hartleb Agency with the renewal premium of \$1 7,476.00 with the Workers Compensation premium of \$1,464.00.

Motion by Sportel with second by Mongreig to approve all the 2024-2025 Budget.

Roll call vote: Scott yes, Stafford yes, Mongreig yes, Sportel yes, and Ulsh yes. **Unanimously Approved.**

Motion by Mongreig with second by Stafford to increase the Kalamazoo County Household Hazardous Waste Program allotment from \$2,640.00 to \$7,000.00 reflecting a \$4,360.00 increase in 2024 operational costs. **Unanimously carried 5-0.**

Motion by Stafford with second by Mongreig to set soccer field rentals at a cost of \$100.00 for four (4) hours for organized soccer teams. **Unanimously carried 5-0.**

Planning Commission: The Planning Commission tabled their Public Hearing on the definition of a fence. The commission has set its 2024-2025 meeting dates but has yet to appoint a Chairperson. Trustee Stafford reported that the Master Plan is not complete due to incorrect language and maps from the W.E. Upjohn Institute.

Zoning Board of Appeals: No official report has been forwarded to the Clerk.

South County Sewer & Water: Trustee Sportel reported the Village of Schoolcraft has come on board.

Members Time: Trustee Sportel would like to visit the Charter Township to discuss information that residents should be apprised of.

Treasurer Scott asked that language be incorporated into the Schoolcraft Township Policies and Procedure Manual regarding selling township property.

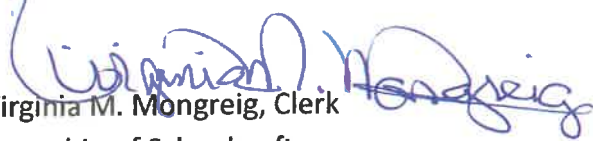
Clerk Mongreig reported the flagpole in Swan Park has been replaced following heavy winds which toppled the original pole. The Clerk will be in contact with Vicksburg Lacrosse regarding maintenance and upkeep of the lacrosse field.

Supervisor Ulsh suggested publishing Schoolcraft Township legal notices in the Penny Saver. Members were concerned that the Penny Saver does not reach all households in the township. Trustee Stafford will share information from the Climax Crescent at the next meeting.

Schoolcraft Township General Appropriations Act Fiscal Year Ending March 31, 2025 will be available in full on March 31, 2024.

* *Public Comment Limited to 3 Minutes

Motion by Scott with second by Ulsh to adjourn the meeting at 7:50 p.m.


Virginia M. Mongreig, Clerk
Township of Schoolcraft



March 28, 2024

Including ZOOM

Special Meeting/Budget Hearing 2024-2025 Fiscal Year

Call to Order: 10:00 a.m.

Members Present: Supervisor Ulsh, Clerk Mongreig, Treasurer Scott, and Trustee Stafford.
Member absent Trustee Sportel

Public Comment:

Schoolcraft Village resident, Toni Rafferty inquired about the date and timing of the Special Meeting. It was explained that there were no additions/deletions to the 2024-2025 Budget, only that the Public Hearing was not officially opened and closed. The Township legally noticed the Special Meeting/Public Hearing.

Motion by Supervisor Ulsh with second by Clerk Mongreig to open the **Public Hearing of the Schoolcraft Township General Appropriations Act, (Budget), for the 2024-2025 Fiscal Year** at 10:07 a.m. Motion carried 4-0.

There being no comments, Motion by Treasurer Scott with second by Trustee Stafford to close the Public Hearing of the Schoolcraft Township General Appropriations Act, (Budget), for the 2024-2025 Fiscal Year at 10:20 a.m. Motion carried 4-0.

Motion by Trustee Stafford with second by Clerk Mongreig to approve the Schoolcraft Township General Appropriations Act, (Budget), for the 2024-2025 Fiscal Year.
Motion carried 4-0.

***Copies of the full General Appropriations Act for the 2024-2025 Fiscal Year are available online or at the Schoolcraft Township Offices.**

Members Time:

Clerk Mongreig reported clearing work on the edges of the Vicksburg Cemetery, and that a small number of graves were located under shrubbery.
Treasurer Scott has put the proposed digital signage on hold and is working with "Text My Gov" as a tool for constituents to obtain township information.
Supervisor Ulsh is looking at other Township offices and the new security at the entrances.
Supervisor Ulsh also reported of another City of Portage development just north of the border with Schoolcraft Township.

Motion by Scott with second by Stafford to close the meeting at 10:35 a.m.


Virginia M. Mongreig, Clerk
Township of Schoolcraft

Date	JNL	Type	DESC	AMT	ENC/BDGT	CHG	BALANCE	AVAILABLE
Fund 101 GENERAL FUND								
03/13/2024			101-101-702.000 TRUSTEE WAGES	BEG. BALANCE			3,625.00	1,075.00
03/28/2024	PR	CHK	SUMMARY PR 03/28/2024	375.00			4,000.00	700.00
04/01/2024			2024-25 Fiscal Year Begin	0.00			0.00	0.00
04/09/2024			101-101-702.000 TRUSTEE WAGES	END BALANCE			0.00	0.00
101-101-715.000 TRUSTEE PAYROLL TAXES								
03/13/2024			101-101-715.000 TRUSTEE PAYROLL TAXES	BEG. BALANCE			277.30	97.70
03/28/2024	PR	CHK	SUMMARY PR 03/28/2024	28.69			305.99	69.01
04/01/2024			2024-25 Fiscal Year Begin	0.00			0.00	0.00
04/09/2024			101-101-715.000 TRUSTEE PAYROLL TAXES	END BALANCE			0.00	0.00
101-171-702.000 SUPERVISOR WAGES								
03/13/2024			101-171-702.000 SUPERVISOR WAGES	BEG. BALANCE			45,833.37	4,166.63
03/28/2024	PR	CHK	SUMMARY PR 03/28/2024	4,166.67			50,000.04	(0.04)
04/01/2024			2024-25 Fiscal Year Begin	0.00			0.00	0.00
04/09/2024			101-171-702.000 SUPERVISOR WAGES	END BALANCE			0.00	0.00
101-171-715.000 SUPERVISOR PAYROLL TAXES								
03/13/2024			101-171-715.000 SUPERVISOR PAYROLL TAXES	BEG. BALANCE			747.66	(22.66)
03/28/2024	PR	CHK	SUMMARY PR 03/28/2024	67.97			815.63	(90.63)
04/01/2024			2024-25 Fiscal Year Begin	0.00			0.00	0.00
04/09/2024			101-171-715.000 SUPERVISOR PAYROLL TAXES	END BALANCE			0.00	0.00
101-171-716.000 SUPERVISOR PENSION								
03/13/2024			101-171-716.000 SUPERVISOR PENSION	BEG. BALANCE			4,583.26	416.74
03/28/2024	PR	CHK	SUMMARY PR 03/28/2024	416.66			4,999.92	0.08
04/01/2024			2024-25 Fiscal Year Begin	0.00			0.00	0.00
04/09/2024			101-171-716.000 SUPERVISOR PENSION	END BALANCE			0.00	0.00
101-171-720.000 SUPERVISOR HEALTH INSURANCE								
03/13/2024			101-171-720.000 SUPERVISOR HEALTH INSURANCE	BEG. BALANCE			5,729.13	520.87
03/28/2024	PR	CHK	SUMMARY PR 03/28/2024	520.83			6,249.96	0.04
04/01/2024			2024-25 Fiscal Year Begin	0.00			0.00	0.00
04/09/2024			101-171-720.000 SUPERVISOR HEALTH INSURANCE	END BALANCE			0.00	0.00
101-171-860.000 SUPERVISOR MILEAGE								
03/13/2024			101-171-860.000 SUPERVISOR MILEAGE	BEG. BALANCE			459.87	(59.87)
03/28/2024	PR	CHK	SUMMARY PR 03/28/2024	315.89			775.76	(375.76)
04/01/2024			2024-25 Fiscal Year Begin	0.00			0.00	0.00
04/09/2024			101-171-860.000 SUPERVISOR MILEAGE	END BALANCE			0.00	0.00
101-171-961.000 SUPERVISOR EDUCATION/TRAINING								
03/13/2024			101-171-961.000 SUPERVISOR EDUCATION/TRAINING	BEG. BALANCE			406.75	593.25
04/01/2024			2024-25 Fiscal Year Begin	0.00			0.00	0.00
04/09/2024			101-171-961.000 SUPERVISOR EDUCATION/TRAINING	END BALANCE			0.00	0.00
101-215-702.000 CLERK WAGES								
03/13/2024			101-215-702.000 CLERK WAGES	BEG. BALANCE			48,308.37	4,391.63
03/28/2024	PR	CHK	SUMMARY PR 03/28/2024	4,391.67			52,700.04	(0.04)
04/01/2024			2024-25 Fiscal Year Begin	0.00			0.00	0.00

Date	JNL	Type	DESC	Reference #	AMT	ENC/BDGT CHG	BALANCE	AVAILABLE
04/09/2024			101-215-702.000 CLERK WAGES		(Continued)		0.00	0.00
			101-215-702.000 CLERK WAGES		END BALANCE			
03/13/2024	PR	CHK	101-215-715.000 CLERK PAYROLL TAXES		BEG. BALANCE		788.05	(18.05)
			SUMMARY PR 03/28/2024		71.65		859.70	(89.70)
04/01/2024			2024-25 Fiscal Year Begin				0.00	0.00
04/09/2024			101-215-715.000 CLERK PAYROLL TAXES		END BALANCE		0.00	0.00
03/13/2024	PR	CHK	101-215-716.000 CLERK PENSION		BEG. BALANCE		4,830.76	439.24
			SUMMARY PR 03/28/2024		439.16		5,269.92	0.08
04/01/2024			2024-25 Fiscal Year Begin				0.00	0.00
04/09/2024			101-215-716.000 CLERK PENSION		END BALANCE		0.00	0.00
03/13/2024	PR	CHK	101-215-720.000 CLERK HEALTH INSURANCE		BEG. BALANCE		6,040.76	549.24
			SUMMARY PR 03/28/2024		549.16		6,589.92	0.08
04/01/2024			2024-25 Fiscal Year Begin				0.00	0.00
04/09/2024			101-215-720.000 CLERK HEALTH INSURANCE		END BALANCE		0.00	0.00
03/13/2024	PR	CHK	101-247-702.000 BOARD OF REVIEW WAGES		BEG. BALANCE		250.00	1,250.00
			SUMMARY PR 03/28/2024		700.00		950.00	550.00
04/01/2024			2024-25 Fiscal Year Begin				0.00	0.00
04/09/2024			101-247-702.000 BOARD OF REVIEW WAGES		END BALANCE		0.00	0.00
03/13/2024	PR	CHK	101-247-715.000 BOARD OF REVIEW PAYROLL TAXES		BEG. BALANCE		19.11	30.89
			SUMMARY PR 03/28/2024		53.55		72.66	(22.66)
04/01/2024			2024-25 Fiscal Year Begin				0.00	0.00
04/09/2024			101-247-715.000 BOARD OF REVIEW PAYROLL TAXES		END BALANCE		0.00	0.00
03/13/2024	PR	CHK	101-253-702.000 TREASURER WAGES		BEG. BALANCE		48,308.37	4,391.63
			SUMMARY PR 03/28/2024		4,391.67		52,700.04	(0.04)
04/01/2024			2024-25 Fiscal Year Begin				0.00	0.00
04/09/2024			101-253-702.000 TREASURER WAGES		END BALANCE		0.00	0.00
03/13/2024	PR	CHK	101-253-715.000 TREASURER PAYROLL TAXES		BEG. BALANCE		788.05	(18.05)
			SUMMARY PR 03/28/2024		71.65		859.70	(89.70)
04/01/2024			2024-25 Fiscal Year Begin				0.00	0.00
04/09/2024			101-253-715.000 TREASURER PAYROLL TAXES		END BALANCE		0.00	0.00
03/13/2024	PR	CHK	101-253-716.000 TREASURER PENSION		BEG. BALANCE		4,830.76	439.24
			SUMMARY PR 03/28/2024		439.16		5,269.92	0.08
04/01/2024			2024-25 Fiscal Year Begin				0.00	0.00
04/09/2024			101-253-716.000 TREASURER PENSION		END BALANCE		0.00	0.00

Date	JNL	Type	DESC	Reference #	AMT	ENC/BDGT CHG	BALANCE	AVAILABLE
03/13/2024	PR	CHK	101-253-720.000 TREASURER HEALTH INSURANCE		BEG. BALANCE		6,040.76	549.24
03/28/2024			SUMMARY PR 03/28/2024		549.16		6,589.92	0.08
04/01/2024			2024-25 Fiscal Year Begin		0.00		0.00	0.00
04/09/2024			101-253-720.000 TREASURER HEALTH INSURANCE		END BALANCE		0.00	0.00
03/13/2024	PR	CHK	101-257-702.000 ASSESSOR WAGES		BEG. BALANCE		16,500.00	1,500.00
03/28/2024			SUMMARY PR 03/28/2024		1,500.00		18,000.00	0.00
04/01/2024			2024-25 Fiscal Year Begin		0.00		0.00	0.00
04/09/2024			101-257-702.000 ASSESSOR WAGES		END BALANCE		0.00	0.00
03/13/2024	PR	CHK	101-257-715.000 ASSESSOR PAYROLL TAXES		BEG. BALANCE		1,262.25	112.75
03/28/2024			SUMMARY PR 03/28/2024		114.75		1,377.00	(2.00)
04/01/2024			2024-25 Fiscal Year Begin		0.00		0.00	0.00
04/09/2024			101-257-715.000 ASSESSOR PAYROLL TAXES		END BALANCE		0.00	0.00
03/13/2024	AP	INV	101-257-801.000 ASSESSOR CONTRACTED SERVICES		BEG. BALANCE		48,103.00	4,643.00
03/28/2024			MONTHLY SERVICE	03312024	4,373.00		52,476.00	270.00
04/01/2024			2024-25 Fiscal Year Begin		0.00		0.00	0.00
04/09/2024			101-257-801.000 ASSESSOR CONTRACTED SERVICES		END BALANCE		0.00	0.00
03/13/2024	AP	INV	101-262-702.000 ELECTIONS WAGES		BEG. BALANCE		8,535.00	(1,535.00)
04/01/2024			2024-25 Fiscal Year Begin		0.00		0.00	0.00
04/09/2024			101-262-702.000 ELECTIONS WAGES		END BALANCE		0.00	0.00
03/13/2024	AP	INV	101-265-727.000 BUILDING & GROUNDS SUPPLIES		BEG. BALANCE		925.34	(325.34)
03/25/2024			FLAG - TOWNSHIP HALL	52303	149.50		1,074.84	(474.84)
03/25/2024			COOLER RENT	2234596	10.79		1,085.63	(485.63)
04/01/2024			2024-25 Fiscal Year Begin		0.00		0.00	0.00
04/09/2024			101-265-727.000 BUILDING & GROUNDS SUPPLIES		END BALANCE		0.00	0.00
03/13/2024	AP	INV	101-265-801.000 BUILDING & GROUNDS CONTRACTED SERVICES		BEG. BALANCE		3,296.00	(896.00)
04/01/2024			2024-25 Fiscal Year Begin		0.00		0.00	0.00
04/09/2024			101-265-801.000 BUILDING & GROUNDS CONTRACTED SERVICES		END BALANCE		0.00	0.00
03/13/2024	GJ	JE	101-265-850.000 BUILDING & GROUNDS TELEPHONE		BEG. BALANCE		6,688.48	(2,188.48)
03/25/2024			COMCAST	3096	267.12		6,955.60	(2,455.60)
04/01/2024			2024-25 Fiscal Year Begin		0.00		0.00	0.00
04/09/2024			101-265-850.000 BUILDING & GROUNDS TELEPHONE		END BALANCE		0.00	0.00
03/13/2024	AP	INV	101-265-920.000 BUILDING & GROUNDS ELECTRIC		BEG. BALANCE		3,462.96	1,537.04
04/01/2024			2024-25 Fiscal Year Begin		0.00		0.00	0.00
04/09/2024			101-265-920.000 BUILDING & GROUNDS ELECTRIC		END BALANCE		0.00	0.00

Date	JNL	Type	DESC	Reference #	AMT	ENC/BDGT CHG	BALANCE	AVAILABLE
03/13/2024			101-265-921.000 BUILDING & GROUNDS NATURAL GAS		BEG. BALANCE		1,677.71	(177.71)
04/01/2024			2024-25 Fiscal Year Begin				0.00	0.00
04/09/2024			101-265-921.000 BUILDING & GROUNDS NATURAL GAS		END BALANCE		0.00	0.00
03/13/2024			101-265-929.000 BUILDING & GROUNDS GARBAGE		BEG. BALANCE		332.47	(32.47)
04/01/2024			2024-25 Fiscal Year Begin				0.00	0.00
04/09/2024			101-265-929.000 BUILDING & GROUNDS GARBAGE		END BALANCE		0.00	0.00
03/13/2024			101-265-930.000 BUILDING & GROUNDS BLDG REPAIRS/MAINTENANCE		BEG. BALANCE		7,839.93	(2,839.93)
03/25/2024	AP	INV	QUARTERLY SERVICE	32019	135.00		7,974.93	(2,974.93)
03/28/2024	AP	INV	MONTHLY SERVICE	2472486	39.00		8,013.93	(3,013.93)
04/01/2024			2024-25 Fiscal Year Begin				0.00	0.00
04/09/2024			101-265-930.000 BUILDING & GROUNDS BLDG REPAIRS/MAINTENANCE		END BALANCE		0.00	0.00
03/13/2024			101-272-702.000 ADMINISTRATION WAGES		BEG. BALANCE		29,706.25	293.75
03/14/2024	PR	CHK	SUMMARY PR 03/14/2024		1,200.00		30,906.25	(906.25)
03/28/2024	PR	CHK	SUMMARY PR 03/28/2024		1,200.00		32,106.25	(2,106.25)
04/01/2024			2024-25 Fiscal Year Begin				0.00	0.00
04/09/2024			101-272-702.000 ADMINISTRATION WAGES		END BALANCE		0.00	0.00
03/13/2024			101-272-715.000 ADMINISTRATION PAYROLL TAXES		BEG. BALANCE		2,272.53	27.47
03/14/2024	PR	CHK	SUMMARY PR 03/14/2024		91.80		2,364.33	(64.33)
03/28/2024	PR	CHK	SUMMARY PR 03/28/2024		91.80		2,456.13	(156.13)
04/01/2024			2024-25 Fiscal Year Begin				0.00	0.00
04/09/2024			101-272-715.000 ADMINISTRATION PAYROLL TAXES		END BALANCE		0.00	0.00
03/13/2024			101-272-727.000 ADMINISTRATION SUPPLIES		BEG. BALANCE		4,891.45	3,108.55
03/25/2024	AP	INV	CLERK GENERAL FUND CHECKS	232675	150.98		5,042.43	2,957.57
04/01/2024			2024-25 Fiscal Year Begin				0.00	0.00
04/09/2024			101-272-727.000 ADMINISTRATION SUPPLIES		END BALANCE		0.00	0.00
03/13/2024			101-272-728.000 ADMINISTRATION POSTAGE		BEG. BALANCE		17,042.43	957.57
03/19/2024	GJ	JE	PITNEY BOWES PURCHASE POWER	3097	1,513.50		18,555.93	(555.93)
03/19/2024	GJ	JE	PITNEY BOWES LEASE	3098	201.81		18,757.74	(757.74)
04/01/2024			2024-25 Fiscal Year Begin				0.00	0.00
04/09/2024			101-272-728.000 ADMINISTRATION POSTAGE		END BALANCE		0.00	0.00
03/13/2024			101-272-751.000 ADMINISTRATION COMPUTER SFTWR/SUPPORT		BEG. BALANCE		27,280.39	2,719.61
04/01/2024			2024-25 Fiscal Year Begin				0.00	0.00
04/09/2024			101-272-751.000 ADMINISTRATION COMPUTER SFTWR/SUPPORT		END BALANCE		0.00	0.00
03/13/2024			101-272-804.000 ADMINISTRATION ENGINEERING		BEG. BALANCE		15,263.94	1,736.06
04/01/2024			2024-25 Fiscal Year Begin				0.00	0.00

Date	JNL	Type	DESC	Reference #	AMT	EMC/BDGT	CHG	BALANCE	AVAILABLE
04/09/2024			101-272-804.000 ADMINISTRATION ENGINEERING		(Continued)				
			101-272-804.000 ADMINISTRATION ENGINEERING		END BALANCE			0.00	0.00
03/13/2024			101-272-901.000 ADMINISTRATION PRINTING/PUBLICATION						
03/25/2024	AP	INV	MARCH INVOICES TO 3/19/2024		815.98			4,168.15	(1,168.15)
03/25/2024	AP	INV	MARCH INVOICES TO 3/19/2024		195.96			4,984.13	(1,984.13)
03/25/2024	AP	INV	MARCH INVOICES TO 3/19/2024		133.95			5,180.09	(2,180.09)
04/01/2024			2024-25 Fiscal Year Begin					5,314.04	(2,314.04)
04/09/2024			101-272-901.000 ADMINISTRATION PRINTING/PUBLICATION		END BALANCE			0.00	0.00
03/13/2024			101-272-958.000 ADMINISTRATION BANK FEES						
03/29/2024	GT	JE	MARCH 2024 SERVICE CASH MGMT FEE		3109			182.80	317.20
04/01/2024			2024-25 Fiscal Year Begin					192.80	307.20
04/09/2024			101-272-958.000 ADMINISTRATION BANK FEES		END BALANCE			0.00	0.00
03/13/2024			101-336-801.000 FIRE PROTECTION CONTRACT SERVICES						
04/01/2024	AP	INV	2024-25 Fiscal Year Begin					201,712.56	287.44
04/09/2024			101-336-801.000 FIRE PROTECTION CONTRACT SERVICES		24/25-98			0.00	0.00
					17,458.96			17,458.96	(17,458.96)
					END BALANCE			17,458.96	(17,458.96)
03/13/2024			101-372-702.000 COMPLIANCE WAGES						
03/14/2024	PR	CHK	SUMMARY PR 03/14/2024		432.00			10,089.00	1,411.00
03/28/2024	PR	CHK	SUMMARY PR 03/28/2024		432.00			10,521.00	979.00
04/01/2024			2024-25 Fiscal Year Begin					10,953.00	547.00
04/09/2024			101-372-702.000 COMPLIANCE WAGES		END BALANCE			0.00	0.00
03/13/2024			101-372-715.000 COMPLIANCE PAYROLL TAXES						
03/14/2024	PR	CHK	SUMMARY PR 03/14/2024		33.04			771.81	108.19
03/28/2024	PR	CHK	SUMMARY PR 03/28/2024		33.06			804.85	75.15
04/01/2024			2024-25 Fiscal Year Begin					837.91	42.09
04/09/2024			101-372-715.000 COMPLIANCE PAYROLL TAXES		END BALANCE			0.00	0.00
03/13/2024			101-372-860.000 COMPLIANCE MILEAGE						
03/14/2024	PR	CHK	SUMMARY PR 03/14/2024		116.88			2,657.73	42.27
03/28/2024	PR	CHK	SUMMARY PR 03/28/2024		121.94			2,774.61	(74.61)
04/01/2024			2024-25 Fiscal Year Begin					2,896.55	(196.55)
04/09/2024			101-372-860.000 COMPLIANCE MILEAGE		END BALANCE			0.00	0.00
03/13/2024			101-448-920.110 STREET LIGHTS CANAL ZONE						
04/01/2024			2024-25 Fiscal Year Begin					1,343.48	156.52
04/09/2024			101-448-920.110 STREET LIGHTS CANAL ZONE		END BALANCE			0.00	0.00
03/13/2024			101-448-920.120 STREET LIGHTS PRAIRIE EDGE 1 & 2						
					BEG. BALANCE			2,270.72	(570.72)

Date	JNL	Type	DESC	Reference #	AMT	ENC/BDGT	CHG	BALANCE	AVAILABLE
03/19/2024	GJ	JE	101-448-920.120 STREET LIGHTS PRAIRIE EDGE 1 & 2	(Continued)					
			IMP	3095	164.91			2,435.63	(735.63)
04/01/2024			2024-25 Fiscal Year Begin					0.00	0.00
04/09/2024			101-448-920.120 STREET LIGHTS PRAIRIE EDGE 1 & 2					0.00	0.00
03/13/2024			101-448-920.130 STREET LIGHTS PRAIRIE EDGE 3					679.73	20.27
04/01/2024			2024-25 Fiscal Year Begin					0.00	0.00
04/09/2024			101-448-920.130 STREET LIGHTS PRAIRIE EDGE 3					0.00	0.00
03/13/2024			101-448-920.140 STREET LIGHTS STONECREST					671.67	28.33
04/01/2024			2024-25 Fiscal Year Begin					0.00	0.00
04/09/2024			101-448-920.140 STREET LIGHTS STONECREST					0.00	0.00
03/13/2024			101-448-920.150 STREET LIGHTS SUGAR ISLAND					1,343.59	(143.59)
04/01/2024			2024-25 Fiscal Year Begin					0.00	0.00
04/09/2024			101-448-920.150 STREET LIGHTS SUGAR ISLAND					0.00	0.00
03/13/2024			101-448-920.160 STREET LIGHTS OTHER					3,044.69	955.31
04/01/2024			2024-25 Fiscal Year Begin					0.00	0.00
04/09/2024			101-448-920.160 STREET LIGHTS OTHER					0.00	0.00
03/13/2024	AP	INV	101-567-802.000 CEMETERY GRAVE OPENINGS					25,900.00	(900.00)
03/28/2024			BURIALS - GREGORY X 2 AND FELLOWS	03312024				26,300.00	(1,300.00)
04/01/2024			2024-25 Fiscal Year Begin					0.00	0.00
04/09/2024			101-567-802.000 CEMETERY GRAVE OPENINGS					0.00	0.00
03/13/2024	AP	INV	101-567-803.000 CEMETERY OTHER PROFESSIONAL SERVICES					1,650.00	(1,650.00)
03/25/2024			CHECKING LOCATIONS - CEMETERY	03112024				1,700.00	(1,700.00)
04/01/2024			2024-25 Fiscal Year Begin					0.00	0.00
04/09/2024			101-567-803.000 CEMETERY OTHER PROFESSIONAL SERVICES					0.00	0.00
03/13/2024			101-567-920.000 CEMETERY ELECTRIC					1,003.90	496.10
04/01/2024			2024-25 Fiscal Year Begin					0.00	0.00
04/09/2024			101-567-920.000 CEMETERY ELECTRIC					0.00	0.00
03/13/2024			101-567-929.000 CEMETERY GARBAGE					693.16	106.84
04/01/2024			2024-25 Fiscal Year Begin					0.00	0.00
04/09/2024			101-567-929.000 CEMETERY GARBAGE					0.00	0.00
03/13/2024	GJ	JE	101-567-930.000 CEMETERY BUILDING REPAIRS/MAINTENANCE					1,445.00	3,555.00
03/28/2024			INSURANCE SETTLEMENT-VICKSBURG	3100				1,245.00	3,755.00
04/01/2024			2024-25 Fiscal Year Begin					0.00	0.00

Date	JNL	Type	DESC	Reference #	AMT	ENC/BDGP CHG	BALANCE	AVAILABLE
04/09/2024			101-567-930.000 CEMETERY BUILDING REPAIRS/MAINTENANCE	(Continued)				
			101-567-930.000 CEMETERY BUILDING REPAIRS/MAINTENANCE		END BALANCE		0.00	0.00
03/13/2024			101-567-934.000 CEMETERY LAND REPAIRS/MAINTENANCE					
04/01/2024			2024-25 Fiscal Year Begin		BEG. BALANCE		14,890.00	(4,890.00)
04/01/2024	AP	INV	VICKSBURG CEMETERY	25112	9,175.00		0.00	0.00
04/09/2024			101-567-934.000 CEMETERY LAND REPAIRS/MAINTENANCE		END BALANCE		9,175.00	(9,175.00)
03/13/2024			101-701-702.000 PLANNING WAGES					
03/28/2024			SUMMARY PR 03/28/2024		BEG. BALANCE		3,930.00	7,070.00
04/01/2024	PR	CHK	2024-25 Fiscal Year Begin		450.00		4,380.00	6,620.00
04/09/2024			101-701-702.000 PLANNING WAGES		END BALANCE		0.00	0.00
03/13/2024			101-701-715.000 PLANNING PAYROLL TAXES					
03/28/2024			SUMMARY PR 03/28/2024		BEG. BALANCE		300.69	549.31
04/01/2024	PR	CHK	2024-25 Fiscal Year Begin		34.44		335.13	514.87
04/09/2024			101-701-715.000 PLANNING PAYROLL TAXES		END BALANCE		0.00	0.00
03/13/2024			101-702-702.000 ZONING WAGES					
03/28/2024			SUMMARY PR 03/28/2024		BEG. BALANCE		725.00	75.00
04/01/2024	PR	CHK	2024-25 Fiscal Year Begin		400.00		1,125.00	(325.00)
04/09/2024			101-702-702.000 ZONING WAGES		END BALANCE		0.00	0.00
03/13/2024			101-702-715.000 ZONING PAYROLL TAXES					
03/28/2024			SUMMARY PR 03/28/2024		BEG. BALANCE		55.48	19.52
04/01/2024	PR	CHK	2024-25 Fiscal Year Begin		30.60		86.08	(11.08)
04/09/2024			101-702-715.000 ZONING PAYROLL TAXES		END BALANCE		0.00	0.00
03/13/2024			101-702-801.000 ZONING CONTRACT SERVICES					
04/01/2024			2024-25 Fiscal Year Begin		BEG. BALANCE		900.00	(400.00)
04/09/2024			101-702-801.000 ZONING CONTRACT SERVICES		END BALANCE		0.00	0.00
03/13/2024			101-702-901.000 ZONING PRINTING/PUBLICATION					
04/01/2024			2024-25 Fiscal Year Begin		BEG. BALANCE		989.50	510.50
04/09/2024			101-702-901.000 ZONING PRINTING/PUBLICATION		END BALANCE		0.00	0.00
03/13/2024			101-751-920.000 PARK ELECTRIC					
04/01/2024			2024-25 Fiscal Year Begin		BEG. BALANCE		1,454.18	245.82
04/09/2024			101-751-920.000 PARK ELECTRIC		END BALANCE		0.00	0.00
03/13/2024			101-751-930.000 PARK BUILDING REPAIRS/MAINTENANCE					
03/13/2024	AP	INV	SWAN PARK FLAG POLE REPLACEMENT	2419	BEG. BALANCE		1,712.50	(1,212.50)
					2,425.00		4,137.50	(3,637.50)

Date	JNL	Type	DESC	Reference #	AMT	ENC/BDGT CHG	BALANCE	AVAILABLE	
			(Continued)						
03/14/2024	GU	JE	101-751-930.000 PARK BUILDING REPAIRS/MAINTENANCE		(2,175.00)		1,962.50	(1,462.50)	
			EMC INS - FLAG POLE CLAIM	3094			0.00	0.00	
04/01/2024			2024-25 Fiscal Year Begin				0.00	0.00	
04/09/2024			101-751-930.000 PARK BUILDING REPAIRS/MAINTENANCE				0.00	0.00	
03/13/2024	AP	INV	101-751-934.000 PARK LAND/FIELD REPAIRS/MAINTENANCE				1,698.36	8,301.64	
			REPLACEMENT OF SWAN PARK FLAGPOLE	2419			4,123.36	5,876.64	
03/26/2024			2024-25 Fiscal Year Begin				0.00	0.00	
04/01/2024			101-751-934.000 PARK LAND/FIELD REPAIRS/MAINTENANCE				0.00	0.00	
04/09/2024							0.00	0.00	
03/13/2024			101-754-920.000 CONCESSION ELECTRIC				745.13	254.87	
			2024-25 Fiscal Year Begin				0.00	0.00	
04/01/2024			101-754-920.000 CONCESSION ELECTRIC				0.00	0.00	
04/09/2024							0.00	0.00	
TOTAL FOR FUND 101 GENERAL FUND							61,551.31	26,633.96	0.00

CASH SUMMARY BY ACCOUNT FOR SCHOOLCRAFT TOWNSHIP
 FROM 03/01/2024 TO 03/31/2024
 FUND: 101 220 223
 CASH AND INVESTMENT ACCOUNTS

Account	Description	Beginning Balance 03/01/2024	Total Debits	Total Credits	Ending Balance 03/31/2024
Fund 101 GENERAL FUND					
001.000	KCSB-GF Checking	\$565,728.38	\$98,437.40	\$73,117.14	\$591,048.64
001.500	SOUTHERN MICHIGAN BANK & TRUST	\$2,901.39	\$214.26	\$10.00	\$3,105.65
002.000	CHASE GF SAVINGS 90605	\$149,942.22	\$1.17	\$0.00	\$149,943.39
002.400	CONSUMERS CREDIT UNION SAVINGS	\$25.00	\$0.00	\$0.00	\$25.00
003.000	CERTIFICATE OF DEPOSIT @ CONSUMERS CU	\$11,742.73	\$914.79	\$0.00	\$12,657.52
	GENERAL FUND	\$730,339.72	\$99,567.62	\$73,127.14	\$756,780.20
Fund 220 BARTON LAKE WEED FUND					
001.000	KCSB-GF CHECKING BARTON LK	\$58,742.61	\$352.28	\$0.00	\$59,094.89
Fund 223 SUNSET LAKE WEED FUND					
001.000	KCSB-GF CHECKING SUNSET LAKE	\$25,185.18	\$0.00	\$0.00	\$25,185.18
	GENERAL FUND TOTAL - ALL FUNDS	\$814,267.51	\$99,919.90	\$73,127.14	\$841,060.27
ARPA Funds***					
	SOUTHERN MICHIGAN BANK & TRUST	\$250,061.45			\$250,061.45
	CERTIFICATE OF DEPOSIT @ CONSUMERS CU	\$250,055.76			\$250,055.76
	TOTAL ARPA FUNDS RECEIVED	\$500,117.21			\$500,117.21

*** ARPA Funds not recognized until funds are spent.

Public Notices

Comparison for Public Notices

Climax Crescent

\$12 per column inch

Published weekly

Paid subscription

Distributes within Schoolcraft Township

Penny Saver – out of Three Rivers

\$10 per column inch

Published weekly

18,000 circulation

Distributes around 1500 within Schoolcraft Township – see attached list

Kalamazoo Gazette

\$45.10 per column inch

\$10 for affidavit notary fee

Paid subscription

Attached is the information from MTA Attorney Catherine Mullhaupt

All of these newspapers are within legal boundaries to publish public notices

Brady and Prairie Ronde both recently switched to the Penny Saver and the Penny Saver was heavily vetted by their attorney.

PENNY SAVER LOCATIONS

IN SCHOOLCRAFT	IN VICKSBURG
B & G Discount	Aaron's Music
Big C Lumber	Bronson Outpatient Center
Biggby Coffee	China1
Bud's Bar	Dollar General
Dollar General	Express Mart BP
Farm Depot	Family Fare
Fraternal Order of Eagles	Fred's Pharmacy
Harding's	Getty's Barbershop
Kalamazoo State Bank	Home Again Consignments
Lake Michigan Credit Union	Hungry Howie's
Little Caesars	Jaspere's Pizza
MarJo's West	Johnny's Market (Shell)
McDonald's	Kalamazoo State Bank
Mike's Barber Shop	Kalsee Credit Union
Pizza Hut	Kiwi's Citgo
Roger B Sullivan DDS	Main Street Pub
Salon Harlow	Makenzie's Bakery
Schoolcraft Antique Mall	Mezanmi
Schoolcraft Community Library	Nick's Barber Shop
Schoolcraft Express Stop (BP)	Oopsy Daisy
Schoolcraft Schools Administration	Prarie Meadows Apartments
Speedway	Rice N Dine
Subway	Roxie's Breakfast
The Beauty Bar	Silo Chic Boutique
Vandenburg Furniture	Speedway
Wenke Flooring	Stubby's
	Subway
	Sunset Cove Apartments
	Sunset Lake Condominiums
	Taco Bobs
	The Dawg House (Finks IGA)
	The Distant Whistle
	The Gym
	Vicker's Lakeside Tavern
	Vicksburg Chrysler
	Vicksburg Family Dentistry
	Vicksburg Hardware
	Vicksburg Optometry
	Vicksburg Schools Administration
	Vicksburg Village Hall
	Village Hide-A-Way
	Vine Street Market
	Yogi's Restaurant

Newspaper Publishing Info

From: Catherine Mullhaupt (catherine@michigantownships.org)
To: t-stafford@sbcglobal.net
Cc: cindy@michigantownships.org; michael@michigantownships.org
Date: Friday, March 17, 2023 at 09:14 AM EDT

To: Tamra Stafford, Trustee, Schoolcraft Township, Kalamazoo Co.

Tamra:

Here is the information on where a township must publish notices. Note that this law was amended in 2022, so some of our publications may not include all its current provisions:

PUBLICATION OF NOTICES IN NEWSPAPERS (EXCERPT) Act 247 of 1963

691.1051 Newspaper; definition; publication of notices; duties of newspaper operator.

Sec. 1.

(1) As used in any statute of this state in relation to the publication of a notice of any kind, unless the statute expressly provides otherwise, "newspaper" means a print publication published in the English language for the dissemination of local news of a general character or for the dissemination of legal news to which all of the following apply:

(a) There is a bona fide list of paying subscribers to the publication or the publication has been published at not less than weekly intervals in the same community without interruption for at least 2 years.

(b) The publication has been published and of general circulation at not less than weekly intervals without interruption for at least 1 year in the required area. A newspaper shall not lose eligibility for interruption of continuous publication due to any of the following:

(i) An act of God.

(ii) Labor disputes.

(iii) The COVID-19 pandemic, for the period beginning March 10, 2020 through the end of the COVID-19 pandemic.

(iv) Military service of the publisher for a period not to exceed 2 years and provided publication is resumed within 6 months following the termination of such military service.

(c) The publication annually averages at least 25% news and editorial content per issue.

(2) **A person that operates a newspaper** in which a notice is published under this section shall do both of the following, at no additional cost beyond what the person charges for the print publication:

(a) Within 72 hours of receipt of a request to publish a notice, provide access to the notice on the website of the newspaper. The website must satisfy all of the following requirements:

(i) The website homepage must have a link that takes a viewer to an area of the website where notices published under this section are available for viewing. This area of the website cannot be placed behind any sort of pay wall and the public must be able to read the notices at no charge.

(ii) Notices published under this section must remain on the website during the full required publication period.

(iii) Notices published under this section must remain searchable on the website as a permanent record of the publication.

(b) Place the notice on a website that is established and maintained by a state association of newspapers that represents a majority of newspapers in this state as a comprehensive central repository for notices published under this section throughout this state. The website must do all of the following:

(i) Provide for searching for a notice published under this section by criteria contained in the notice.

(ii) Maintain all notices published under this section on a permanent basis.

(iii) Provide access through standard computer browsers and mobile platforms, such as smartphones and tablets.

(iv) Provide a method to alert the public of notices published under this section by text message or email notification, or both.

(3) An error or omission in the posting of a notice on the internet **under subsection (2)** does not invalidate the notice published in the print version of the newspaper.

(4) If there is no publication that meets the definition in subsection (1) in the required area, "newspaper" means a publication in an adjoining county, township, city, village, district, or other geographic territory, as applicable, that meets the definition in subsection (1).

(5) A person that operates a newspaper that publishes a notice shall maintain a permanent and complete printed copy of each published edition that contains the notice for archival and verification purposes in the required area.

(6) A publication that meets the definition under subsection (1) but that is controlled by the person on whose behalf the notice is published or by an officer, employee, agent, or affiliate of the person is not qualified to serve as a newspaper for publication of the notice.

(7) As used in this section:

(a) "Controlled" means that the person has 1 or more of the following:

(i) Ownership of or the power to vote, directly or indirectly, more than 50% of a class of voting securities or voting interests of the person that operates the publication.

(ii) Power by the person's own action to elect or appoint a majority of executive officers, managers, directors, trustees, or other persons exercising managerial authority of the person that operates the publication.

(iii) The legal right by the person's own action to direct, restrict, regulate, govern, or administer the management or policies of the person that operates the publication.

(b) "End of the COVID-19 pandemic" means the earliest date after March 10, 2020 on which none of the following are in effect:

(i) A presidential declaration of national emergency under the national emergencies act, 50 USC 1601 to 1651, relating to COVID-19.

(ii) An executive order issued by the governor during a state of disaster or emergency declared under the emergency management act, 1976 PA 390, MCL 30.401 to 30.421, or 1945 PA 302, MCL 10.31 to 10.33, relating to COVID-19.

(iii) An emergency order issued under section 2253 of the public health code, 1978 PA 368, MCL 333.2253, relating to COVID-19.

(c) "Internet" means that term as defined in 47 USC 230.

(d) "News and editorial content" means any content other than paid advertising.

(e) "Notice" includes an order, ordinance, advertisement, report, and any other statement or information required by statute to be published.

(f) "Required area" means the county, township, city, village, district, or other geographic territory where the statute requires the notice to be published or the newspaper to be published, circulated, or printed.

(g) "Website" means a collection of pages of the internet, usually in html format, with clickable or hypertext links to enable navigation from 1 page or section to another, that often uses associated graphics files to provide illustration and may contain other clickable or hypertext links.

History: 1963, Act 247, Eff. Sept. 6, 1963 ;-- Am. 2022, Act 76, Imd. Eff. May 12, 2022

Catherine A. Mullhaupt, Staff Attorney
Member Information Services
Michigan Townships Association
(517) 321-6467
catherine@michigantownships.org

MTA Member Information Services staff are regularly available Monday through Friday, 8 a.m. to 5 p.m., to answer your questions.

The information contained in this email is provided solely for a general informational purpose and should not be interpreted as legal advice. MTA encourages township officials to consult with their legal counsel on questions of law. MTA reserves the right to distribute this information.



TextMyGov

Schoolcraft Township, MI



TEXTMYGOV FOR SCHOOLCRAFT TOWNSHIP, MI

Every agency uses TextMyGov a little bit differently. Here are some **KEY** features that would best help Schoolcraft Township, MI



Key Features



- Send out notifications about internet outages in office.
- Let people know about voting times, poll locations, election results etc.
- Schedule out alerts for later dates. Event reminders, yearly calendar planning, important dates etc.
- Map specific notifications. Road Closures, power outages, city maintenance etc.
- Import database to collect numbers and allow for resident opt-in

WHY TEXTMYGOV?



No Download Needed

- Citizens don't need to download an app, or subscribe to an email service. If they have a cell phone they have access to alerts/notifications.



Dedicated Account Management

- Every account has a Dedicated Account Manager who will help set up your entire account. We specifically work with local governments so they will be able to provide suggestions on best practices and ideas on how you can maximize the service.

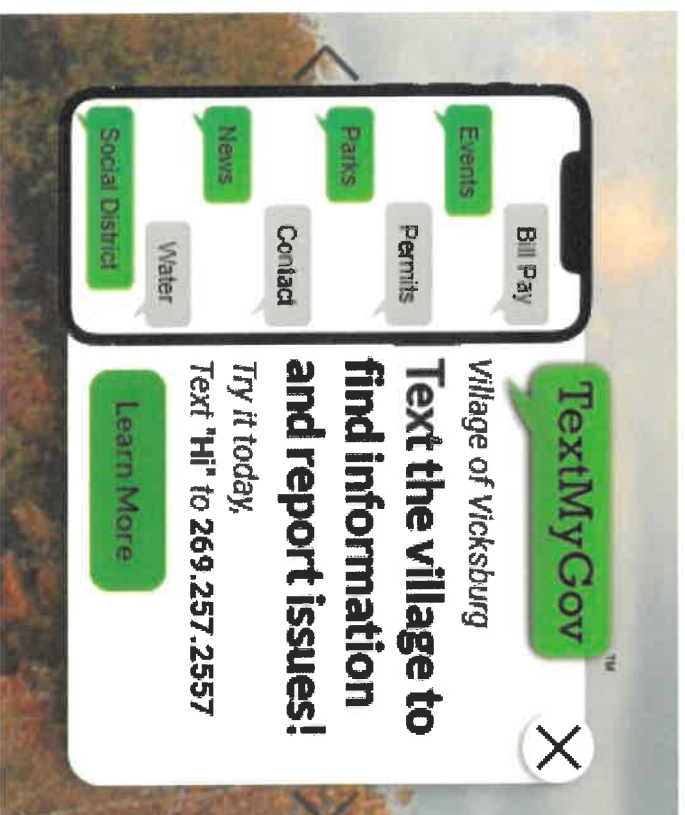


Unlimited Training

- Your account manager will provide unlimited training for staff. We know that departments can turn over, so we are here to help train new staff, new departments, or even just a refresher.



REFERENCABLE CUSTOMERS IN MICHIGAN



WWW.TEXTMYGOV.COM



TextMyGov

PROPOSAL

DATE: 03/20/2024

PREPARED FOR:
Schoolcraft Township
50 East "VW" Avenue Vicksburg, Michigan
49097

PREPARED BY:
Kade Roberson | Account Executive
TextMyGov

INTRODUCTION TO TEXTMYGOV

TextMyGov was developed to open lines of communication with local government agencies and citizens. The system works 24 hours a day and easily connects with your website and other communication methods.

Using the regular messaging app on any smartphone, the smart texting technology allows the citizen to ask questions and get immediate responses, find links to information on the agency's website, address problems, report any issues and upload photos.

According to the Pew Research Center, 97% of smartphone owners text regularly. The technology analysts at Compuware reported that 80 to 90% of all downloaded apps are only used once and then eventually deleted by users.

TEXTMYGOV SOLUTION

Summary for: Schoolcraft Township

Feature	Solution
<i>Find Information</i>	<ul style="list-style-type: none">• TextMyGov allows citizens to find information using our smart texting solutions. Citizens can ask questions via text messaging and TextMyGov will look for key words to send back answers or links.• Map specific notifications. Road Closures, power outages, city maintenance etc.
<i>Report Issues</i>	<ul style="list-style-type: none">• Citizens can report issues, such as potholes, stray animals or water leaks by simply texting from their personal phone. From there TextMyGov will automatically engage with the citizen to gather more information and send it to the correct department.
<i>Send Alerts/Notifications</i>	<ul style="list-style-type: none">• Send alerts/notifications from emergencies to events. Municipalities using TextMyGov can send their citizens alerts or notifications with a few clicks.• Send out notifications about internet outages in office.• Let people know about voting times, poll locations, election results etc.• Schedule out alerts for later dates. Event reminders, yearly calendar planning, important dates etc.
<i>Demo Meeting</i>	<p>View Zoom Meeting Here</p>

COST BREAKDOWN

This quote represents a subscription to TextMyGov with an initial TERM of Three-Year. The agreement is set to be automatically renewed after the initial TERM. Support and services fees may increase in subsequent years but will increase no more than 5% per year. See below for the package price and other details.

Terms and conditions can be printed and attached as Exhibit A or viewed at www.TextMyGov.com/terms
 HYPERLINK <http://www.textmygov.com/terms>

Package Details	Price	Billing
TextMyGov: <ul style="list-style-type: none"> • TextMyGov web-based software • Local phone number • Short code number (outgoing messages) • Unlimited users & departments • Unlimited support for every user • Database of local numbers • 10 GB manage online data storage • 25,000 Text messages per year 	\$2,500.00	Annual
Implementation/Setup Fee	\$1,250.00	One Time
First year total	\$3,750.00	Year one
Total recurring	\$2,500.00	Annual

TERMS

- This is a Three-Year term.
- After the initial Three-Year, the agreement will revert to year-to-year
- Cancellation requires a 60-day written notice
- Customer is required to put TextMyGov widget on agency's website
- This proposal is valid until April 12, 2024
- **Customer is required to provide a copy of W-9**

ADDITIONAL SERVICES

Additional Services	Price	Billing
Enhanced Media & Care Package <ul style="list-style-type: none"> Marketing material and expert implementation to promote and optimize TextMyGov, see us here for additional information: Enhance Media Package 	Price is based on population- See Account Executive for details.	Annual
Additional Storage <ul style="list-style-type: none"> 100 GB of additional storage. 	\$250 per unit	Annual
Additional Text Messages <ul style="list-style-type: none"> 25,000 50,000 100,000 	\$300 \$550 \$750	Annual
Database <ul style="list-style-type: none"> Database of your local residence to improve citizen engagement Database might have been quoted in the original quote. See your package breakdown for details 	Price is based on population. See Account Executive for details.	

IMPLEMENTATION

GETTING STARTED

After the execution of the basic service agreement, a project manager will be assigned to assist the client through implementation. A local phone number will be obtained for use with TextMyGov.

CONFIGURATION

The project manager will work with the client to customize interactive responses, create automation flows, and keyword lists. Training will be provided on how to quickly create and edit data.

MEDIA KIT

Advertising materials will be provided to the client, including an infographic for the website and downloadable flyer for social media and other communication methods used by the agency.

Unlimited Training and Support

After initial implementation and training, unlimited on-going support is included. Our experts are available M-F 6am-5pm MST.

AGREEMENT CONFIRMATION



We need two contacts for implementation. A cell phone is required for implementation. We also need the best contact for installing the widget on your agency's website

Implementation Contact 1

Name	
Title	
Email	
Office Phone	
Cell Phone	

Implementation Contact 2

Name	
Title	
Email	
Office Phone	
Cell Phone	

Billing Contact

Name	
Title	
Email	
Office Phone	
Address	
W-9	Please attach W-9 in a separate email.

Agreement Signature

Name	
Title	
Date	
Signature	

Widget Contact

Name	
Title	
Email	
Office Phone	

**This person is responsible for placing the TextMyGov widget (see options- [TextMyGov | Widget Link](#)) on the agency's website within 60 days of the agreement signature. The TextMyGov widget will remain on the agency's website for the duration of the agreement. If the widget is not placed on the City/County website within 60 days, the Agency agrees to pay an additional \$1,000 towards setup costs (this is to cover TextMyGov's time).*

TWILIO CONTACT

Twilio Authorized Contact 1

Name	
Title	
Email	
Office Phone	
Business Title:	

Twilio Authorized Contact 1

Name	
Title	
Email	
Office Phone	
Business Title:	

I confirm that my nominated authorized representatives agree to be contacted by Twilio.

**Twilio contact can be the same as the implementation contact. Twilio requires us to have two authorized contacts. They rarely reach out, but if there are any support questions, they require these contacts. **

4.5(c) Disposal of Fixed Assets

The clerk shall be notified of any asset that has been identified for disposal. The clerk shall prepare a list of all such equipment identified for disposal and shall submit the recommended disposal of fixed assets list to the township board for approval. The board shall determine the method of disposal, which may include sealed bids, auction, negotiated sale, gift, or disposal. Township officials and employees are not eligible to purchase township fixed assets by negotiated sale without approval of the board.

4.6 Budgeting

4.6(a) Duties of Budget Officer

The supervisor shall be the township budget officer and shall be responsible for the development and administration of the township budget.

4.6(b) Timetable

The proposed budget shall be developed according to the following schedule:

Date	Activity
On-going -	Budget policies developed by the township board
January -	Budget officer and clerk develop proposed budget
February -	Budget officer chairs a budget workshop with all board members
* _____	Township board adopts proposed budget
* _____	Budget public hearing held by board
* _____	General Appropriations Act adopted
* Regular March meeting.	

4.6(c) Adoption

Unless noted in the General Appropriations Act, all township funds are adopted on a line item basis.

4.7 Expenditures

4.7(a) Purchases

Any purchase for goods or services exceeding a contract cost of \$10,000.00 shall require township board approval, except for the following expenditures:

1. Utilities
2. Postage
3. Payroll
4. Publications
5. Liability Insurance
6. Per diems

Authorized purchase orders shall be provided to the clerk where the open purchase order encumbrance shall be recorded as an encumbrance. An expenditure shall not be recorded until the goods or services are received.