

**INLAND TOWNSHIP BOARD MEETING**  
**July 10, 2023**  
**19668 Honor Hwy., Interlochen**

**Call to Order** by Supervisor

**Invocation** by David Davis

**Pledge of Allegiance** was recited

**Roll Call Present:** Supervisor Davis, Clerk Wirth, Trustee Miller, Trustee Poulisse, Treasurer Zielinski

**Public Comment\*** 5:01 p.m. was received close at 5:12 p.m.

\*Public comment: Any person wishing to address the Board may do so one – time per public comment period ON ANY AGENDA ITEM. This is a comment/input option REGARDING ITEMS ON THE AGENDA: the Board is not required to comment or respond to presenters. Silence or non-response from the Board should not be interpreted as disinterest or disagreement by the Board. Comments shall be addressed to the chair and not individual board members or others in the audiences.

**Approval of Meeting Agenda:** *Motion* to approve meeting agenda with the addition and correction and unpaid bills by Miller, 2<sup>nd</sup> Poulisse      Ayes – All      Nays – None      Motion carried

**Approval of Consent Agenda**

- Minutes from June 12, 2023
- Financial Reports
- Prepaid Bills/Tax Account: #14996-15028= \$43,792.60
- Payroll: #1000800-1000824= \$14,892.81
- Unpaid Bills: #15029-15040= \$23,721.69
- Budget Adjustments June 2023

**Motion** to approve consent agenda as corrected by Poulisse, 2<sup>nd</sup> by Miller

Roll call Ayes – Poulisse, Miller, Zielinski, Wirth, Davis      Nays – none      Motion carried

**Reports:**

1. County Commissioner – Commissioner Warseck – n/a
2. Fire Chief – Chief Pfost – n/a
3. Parks & Recreation - Peggy Case gave update on Lamb Road Park
4. Fire Association – Rose Wirth gave report of the Dining FD open house
5. Inland Planning Commission – Mary Miller gave report. Next meeting Monday at 6:00 p.m.
6. Zoning/Blight Administrator – Jim Weller
  - a. Board to approve Tanis and Gabrick rezoning

**Motion** to approve both properties for rezoning as approved by the planning commission by Davis, 2<sup>nd</sup> by Miller

Roll call Ayes – Poulisse, Miller, Zielinski, Wirth, Davis      Nays – none      Motion carried

7. Event Committee – Laura Turnel Rosemarie Swartout gave report
8. Board Member Reports - n/a

**Old Business:**

1. Cemetery rules & regulations updated

**Motion** to approve the Inland Township Cemetery Rules & Regulations by Miller, 2<sup>nd</sup> by Poulisse

Roll call Ayes – Poulisse, Miller, Zielinski, Wirth, Davis      Nays – none      Motion carried

**Tabled Items of Business:**

1. Township committee organization – supervisor would like to separate the two township parks due to the amount of work that is being done on both but keep all one committee and add members to do the split.  
**Motion** to approve Dave Davis, Stephanie Davis and J.P. Gibson to the parks & Rec committee by Wirth, 2<sup>nd</sup> by Poulisse  
Ayes – all      Nays – none      Motion carried

2. Membership & MI Association of Cemeteries Conference  
**Motion** to approve that the township pay membership fee and allow the clerk and or any other board member to attend the 2023 MAMC conference August 16, 17 & 18 and pay mileage and per Diem by Poulisse, 2<sup>nd</sup> by Miller  
Roll call Ayes – Poulisse, Miller, Wirth, Davis      Nays – Zielinski      Motion carried

**New Business**

1. Cherry Capital Connections – to approve their coming into the township to put in fiber optics for low cost internet.  
**Motion** to approve metro act permit application and enter into the bilateral agreement which permits them to start laying line by Davis, 2<sup>nd</sup> by Wirth  
Roll call Ayes – Poulisse, Miller, Zielinski, Wirth, Davis      Nays – none      Motion carried

**Motion** to approve that the supervisor be appointed to work with Cherry Capital Connections moving forward on the lease and verbiage agreement by Poulisse, 2<sup>nd</sup> by Wirth  
Roll call Ayes – Poulisse, Miller, Wirth, Davis      Nays – Zielinski      Motion carried

**Any Other Business to come before the Board**

1. Fischer Gas – lock in price for upcoming year  
**Motion** to approve to allow the supervisor to sign agreement with Fischer to lock in gas price for Bendon by Sherri, 2<sup>nd</sup> by Miller  
Roll call Ayes – Poulisse, Miller, Zielinski, Wirth, Davis      Nays – none      Motion carried

2. MTA conference on assessing & meeting township needs  
**Motion** to approve board members who wish to go to MTA training being held August 1 & 2 in Cadillac we pay per Diem & mileage by Poulisse, 2<sup>nd</sup> by Miller  
Roll call Ayes – Poulisse, Miller, Zielinski, Wirth, Davis      Nays – none      Motion carried

3. Fish Windows – discussion

**Public Comment\* 6: was received close at 6:48 p.m.**

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**Adjournment**

**Motion** to adjourn by Miller, 2<sup>nd</sup> by Wirth  
Ayes – all      Nays – none      motion carried

Meeting adjourned at 6:50 p.m.

\_\_\_\_\_  
David Davis, Supervisor      Date

\_\_\_\_\_  
Rose Wirth, Clerk      Date

SPECIAL MEETING OF THE INLAND TOWNSHIP BOARD  
Wednesday July 12, 2023 6:00 p.m.  
19668 Honor Hwy  
Interlochen, MI

Call to Order by

Roll Call Present: Supervisor Davis, Clerk Wirth, Trustee Miller, Trustee Poulisse & Treasurer Zielinski

Public Comment\* at 6:01 close at 6:01

**\*Public comment:** Any person wishing to address the Board may do so **one – time per public comment period ON ANY AGENDA ITEM.** This is a comment/input option **REGARDING ITEMS ON THE AGENDA;** the Board is not required to comment or respond to presenters. Silence or non-response from the Board should not be interpreted as disinterest or disagreement by the Board. **Comments shall be addressed to the chair and not individual board members or others in the audiences.**

**Purpose of this meeting:**

1. Authorization to bring auditor in to view the books

Motion by to approve that we bring in auditor to review our books by Davis, 2<sup>nd</sup> by Miller

Roll call Ayes – Poulisse, Miller, Zielinski, Wirth & Davis Nays – none Motion carried

**Any Other Business to come before the board** (Only if full board is present)  
N/A

Public Comment\* at 6:11 was received close @6:15

**\*Public comment:** Any person wishing to address the Board may do so **one – time per public comment period.** This is a comment/input; the Board is not required to comment or respond to presenters. Silence or non-response from the Board should not be interpreted as disinterest or disagreement by the Board. **Comments shall be addressed to the chair and not individual board members or others in the audiences.**

Adjourn

Motion to adjourn by Miller, 2<sup>nd</sup> by Poulisse Ayes – all Nays – none Motion carried

Meeting adjourned at 6:16 p.m.

\_\_\_\_\_  
David Davis, Supervisor Date

\_\_\_\_\_  
Rose Wirth, Clerk Date

CASH SUMMARY BY ACCOUNT FOR INLAND TOWNSHIP  
 FROM 07/01/2023 TO 07/31/2023  
 FUND: ALL FUNDS  
 CASH AND INVESTMENT ACCOUNTS

Fund Account	Description	Beginning Balance 07/01/2023	Total Debits	Total Credits	Ending Balance 07/31/2023
Fund 101	GENERAL FUND				
001.000	CASH-CHECKING	455,891.80	43,068.52	35,233.80	463,726.52
002.001	CASH-SAVINGS CENTRAL STATE BANK	13,073.23	3.28	0.00	13,076.51
002.005	CENTRAL STATE BANK - SAVINGS	0.00	3.28	3.28	0.00
002.006	MICHIGAN CLASS	111,707.66	500.87	0.00	112,208.53
003.001	TIME DEPOSIT - CENTRAL STATE BANK	15,419.24	26.96	0.00	15,446.20
003.002	CERTIFICATES OF DEPOSIT - HONOR STATE B	0.00	0.00	0.00	0.00
003.003	CERTIFICATES OF DEPOSIT - HONOR STATE B	0.00	0.00	0.00	0.00
003.004	CERTIFICATES OF DEPOSIT - HONOR BANK 60	7,566.09	2.26	0.00	7,568.35
003.005	CERTIFICATES OF DEPOSIT HSB 621	51,819.14	462.24	0.00	52,281.38
004.000	PETTY CASH	200.00	0.00	0.00	200.00
004.001	IMPREST CASH -TAX ACCOUNT	200.00	0.00	0.00	200.00
	GENERAL FUND	655,877.16	44,067.41	35,237.08	664,707.49
Fund 151	CEMETERY TRUST FUND				
002.000	CASH-SAVINGS	7,241.52	0.54	0.00	7,242.06
Fund 152	BRUNDAGE CEMETERY				
001.000	CASH-CHECKING	2,089.11	0.00	0.00	2,089.11
Fund 153	COUNTRYSIDE CEMETERY				
001.000	CASH-CHECKING	1,808.35	0.00	0.00	1,808.35
Fund 203	LOCAL ROAD MILLAGE FUND				
001.000	CASH-CHECKING	118,931.22	0.00	0.00	118,931.22
002.006	MICHIGAN CLASS	15,611.43	70.78	0.00	15,682.21
	LOCAL ROAD MILLAGE FUND	134,542.65	70.78	0.00	134,613.43
Fund 206	FIRE FUND				
001.000	CASH-CHECKING	70,111.04	222.14	10,983.09	59,350.09
002.006	MICHIGAN CLASS	216,266.66	966.34	0.00	217,233.00
	FIRE FUND	286,377.70	1,188.48	10,983.09	276,583.09
Fund 208	PARK/RECREATION FUND				
001.000	CASH-CHECKING	9,236.97	2,230.78	3,375.76	8,091.99
002.000	CASH-SAVINGS	7,510.14	0.00	0.00	7,510.14
002.006	MICHIGAN CLASS	21,364.16	95.27	0.00	21,459.43
003.006	CERTIFICATES OF DEPOSIT	718.61	0.00	0.00	718.61
	PARK/RECREATION FUND	38,829.88	2,326.05	3,375.76	37,780.17
Fund 211	FIRE ASSOCIATION				
001.000	CASH-CHECKING	4,556.22	2.12	0.00	4,558.34
002.006	MICHIGAN CLASS	16,907.06	73.50	0.00	16,980.56
	FIRE ASSOCIATION	21,463.28	75.62	0.00	21,538.90
Fund 213	FIRE EQUIPMENT MILLAGE FUND				
001.000	CASH-CHECKING	50,920.42	0.00	0.00	50,920.42
002.006	MICHIGAN CLASS	160,867.52	721.35	0.00	161,588.87

CASH SUMMARY BY ACCOUNT FOR INLAND TOWNSHIP  
 FROM 07/01/2023 TO 07/31/2023  
 FUND: ALL FUNDS  
 CASH AND INVESTMENT ACCOUNTS

Fund Account	Description	Beginning Balance 07/01/2023	Total Debits	Total Credits	Ending Balance 07/31/2023
	<b>FIRE EQUIPMENT MILLAGE FUND</b>	211,787.94	721.35	0.00	212,509.29
Fund 214	PLANNING/ZONING COMMISSION				
001.000	CASH-CHECKING	23,007.95	495.00	1,841.86	21,661.09
Fund 216	SPECIAL EVENTS FUND				
001.000	CASH-CHECKING	6,044.04	50.00	0.00	6,094.04
002.006	MICHIGAN CLASS	96.94	27.22	0.00	124.16
004.000	PETTY CASH	0.00	0.00	0.00	0.00
	<b>SPECIAL EVENTS FUND</b>	6,140.98	77.22	0.00	6,218.20
Fund 252	WATER SUPPRESSION FUND				
001.000	CASH-CHECKING	15,517.98	445.00	0.00	15,962.98
002.006	MICHIGAN CLASS	9,630.44	43.55	0.00	9,673.99
	<b>WATER SUPPRESSION FUND</b>	25,148.42	488.55	0.00	25,636.97
Fund 285	AMERICAN RESCUE PLAN ACT				
001.000	CASH-CHECKING	201,802.46	0.00	0.00	201,802.46
Fund 402	EQUIPMENT REPLACEMENT FUND				
001.000	CASH-CHECKING	10,000.00	0.00	0.00	10,000.00
002.006	MICHIGAN CLASS	48,859.50	223.21	0.00	49,082.71
	<b>EQUIPMENT REPLACEMENT FUND</b>	58,859.50	223.21	0.00	59,082.71
Fund 701	GENERAL AGENCY FUND				
001.000	CASH-CHECKING	807.50	242.50	507.50	542.50
001.002	CASH-CHECKING	0.20	0.00	0.00	0.20
	<b>GENERAL AGENCY FUND</b>	807.70	242.50	507.50	542.70
Fund 703	CURRENT TAX COLLECTION FUND				
001.003	TAX CHECKING ACCOUNT	200.00	167,667.85	68,471.08	99,396.77
004.000	PETTY CASH	(200.00)	0.00	0.00	(200.00)
	<b>CURRENT TAX COLLECTION FUND</b>	0.00	167,667.85	68,471.08	99,196.77
	<b>TOTAL - ALL FUNDS</b>	1,675,784.60	217,644.56	120,416.37	1,773,012.79

*[Handwritten signature]*  
 8/5/23

CASH SUMMARY BY FUND FOR INLAND TOWNSHIP  
 FROM 07/01/2023 TO 07/31/2023  
 FUND: ALL FUNDS  
 CASH AND INVESTMENT ACCOUNTS

Fund	Description	Beginning Balance 07/01/2023	Total Debits	Total Credits	Ending Balance 07/31/2023
101	GENERAL FUND	655,877.16	44,067.41	35,237.08	664,707.49
151	CEMETERY TRUST FUND	7,241.52	0.54	0.00	7,242.06
152	BRUNDAGE CEMETERY	2,089.11	0.00	0.00	2,089.11
153	COUNTRYSIDE CEMETERY	1,808.35	0.00	0.00	1,808.35
203	LOCAL ROAD MILLAGE FUND	134,542.65	70.78	0.00	134,613.43
206	FIRE FUND	286,377.70	1,188.48	10,983.09	276,583.09
208	PARK/RECREATION FUND	38,829.88	2,326.05	3,375.76	37,780.17
211	FIRE ASSOCIATION	21,463.28	75.62	0.00	21,538.90
213	FIRE EQUIPMENT MILLAGE FUND	211,787.94	721.35	0.00	212,509.29
214	PLANNING/ZONING COMMISSION	23,007.95	495.00	1,841.86	21,661.09
216	SPECIAL EVENTS FUND	6,140.98	77.22	0.00	6,218.20
252	WATER SUPPRESSION FUND	25,148.42	488.55	0.00	25,636.97
285	AMERICAN RESCUE PLAN ACT	201,802.46	0.00	0.00	201,802.46
402	EQUIPMENT REPLACEMENT FUND	58,859.50	223.21	0.00	59,082.71
701	GENERAL AGENCY FUND	807.70	242.50	507.50	542.70
703	CURRENT TAX COLLECTION FUND	0.00	167,667.85	68,471.08	99,196.77
	TOTAL - ALL FUNDS	1,675,784.60	217,644.56	120,416.37	1,773,012.79

*Remitt*  
*8/8/2023*

08/08/2023

CHECK REGISTER FOR INLAND TOWNSHIP  
CHECK DATE FROM 07/01/2023 - 08/08/2023

Check Date	Check	Vendor Name	Description	Amount
Bank 101 G 101 GF				
07/10/2023	15029	BENZIE COUNTY ROAD COMMISSION	gravel St Johns rd	20,004.71
07/10/2023	15030	BENZIE COUNTY TREASURER	taxes due County/State	407.50
07/10/2023	15031	CHERRYLAND ELECTRIC COOPERATIV	Electric bill	514.61
07/10/2023	15032	GRAND TRAVERSE MOBILE COMMUNIC	security cameras repair	332.50
07/10/2023	15033	KRAFT Business systems	FD/Office copier	31.28
07/10/2023	15034	MICHIGAN ASSESSING SERVICE INC	assessing fee	1,325.83
07/10/2023	15035	Parker's Outdoor Maintenance	office/ bendon mowing	180.00
07/10/2023	15036	Shannin Ryan	rental deposit refund	50.00
07/10/2023	15037	TRAVERSE CITY RECORD EAGLE	PC public hearing notice	103.30
07/10/2023	15038	Vicki Burgess	rental deposit refund	50.00
07/10/2023	15039	WITMER PUBLIC SAFETY GROUP	personal fire gear	262.96
07/10/2023	15040	YOUNG, GRAHAM & WENDLING, P.C.	zoning attorney fees	459.00
07/11/2023	15041	Traffic Safety System LLC	FD equipment	222.14
07/11/2023	15042	Mi Assoc of Municipal Cemeteries	MAMC membership	194.00
07/18/2023	15043	ARTS AUTO & TRUCK PARTS	supplies	59.39
07/18/2023	15044	AT&T MOBILITY	FD phone	81.10
07/18/2023	15045	CHARTER COMMUNICATIONS	internet/phone	234.96
07/18/2023	15046	CHERRYLAND GROCERY	FD fuel	160.29
07/18/2023	15047	CITY OF TRAVERSE CITY	Hazmat fee	395.00
07/18/2023	15048	DTE ENERGY	natural gas	80.91
07/18/2023	15049	JUST TRUCKS INC	2015 kenworth fire truck	806.71
			2020 frieghtliner	879.07
07/18/2023	15050	VOID		
07/18/2023	15051	VERIZON WIRELESS	zoning pohone	53.08
			zoning phone	53.09
07/18/2023	15052	WATERWAY OF MICHIGAN, LLC	FD hose testing	2,148.25
07/21/2023	15053	SAM's CLUB MC/SYNCB	split rail/membership	1,270.33
08/01/2023	15054	Benzie Area Chamber of Commerce	Deposit refund	50.00
08/01/2023	15055	BENZIE COUNTY FIRE/EMS ASSOC	FD 2023 association dues	1,000.00
08/01/2023	15056	BENZIE COUNTY TREASURER	tax bill printing/postage	1,958.70
08/01/2023	15057	James Baatz	deposit refund	50.00
08/01/2023	15058	UNITED STATES TREASURY	payroll tax due feds (error i	556.23
07/11/2023	1000826	VOID		
101 G TOTALS:				
Total of 29 Disbursements:				\$ <u>33,974.94</u>

08/08/2023

CHECK REGISTER FOR INLAND TOWNSHIP  
CHECK DATE FROM 07/01/2023 - 08/08/2023

Check Date	Check Vendor Name	Description	Amount
Bank 220 220 TAX ACCOUNT			
07/21/2023	23(E) INLAND TOWNSHIP	TAXES DUE TO OTHER UNITS	708.15 V
07/21/2023	24(E) INLAND TOWNSHIP	TAXES DUE TO OTHER UNITS	708.15
		REFUND - OVERPAYMENT ON 08-410-	
07/12/2023	2816 Searchlight Title Services	020-00	31.13
07/19/2023	2817 BENZIE COUNTY TREASURER	TAXES DUE TO OTHER UNITS	67,023.65
08/05/2023	2818 BENZIE COUNTY TREASURER	TAXES DUE TO OTHER UNITS	<u>94,460.49</u>
220 TOTALS:			
Total of 5 Checks:			162,931.57
Less 1 Void Checks:			<u>708.15</u>
Total of 4 Disbursements:			<u>162,223.42</u>



For Payroll ID: 71 Check Date: 07/31/2023 Pay Period End Date: 07/31/2023

Post Date	Journal	Description	GL Number	GL Description	DR Amount	CR Amount
07/31/2023	PR	BEECHRAFT, CINDY	1000827	Payroll ID: 71		
JE: 1065 POSTED (ID: 8733)						
			101-000-001.000	CASH-CHECKING		211.54
			101-000-228.000	DUE TO STATE OF MICHIGAN		33.75
			101-000-229.000	DUE TO FEDERAL GOVERNMENT		131.48
			101-265-703.000	SALARIES	100.00	
			101-265-709.000	FICA	7.65	
			101-268-703.000	SALARIES	250.00	
			101-268-709.000	FICA	19.12	
			206-000-001.000	CASH-CHECKING		477.97
			206-336-704.000	WAGES PART TIME	444.00	
			206-336-709.000	FICA	33.97	
					854.74	854.74
07/31/2023	PR	BROW, GUNNAR P.	1000828	Payroll ID: 71		
JE: 1066 POSTED (ID: 8733)						
			101-000-001.000	CASH-CHECKING		384.80
			101-000-229.000	DUE TO FEDERAL GOVERNMENT		63.74
			101-257-703.000	WAGES - ASSESSOR	416.67	
			101-257-709.000	FICA	31.87	
					448.54	448.54
07/31/2023	PR	CLUTE, EMILY K	1000829	Payroll ID: 71		
JE: 1067 POSTED (ID: 8733)						
			101-000-001.000	CASH-CHECKING		7.82
			101-000-228.000	DUE TO STATE OF MICHIGAN		28.14
			101-000-229.000	DUE TO FEDERAL GOVERNMENT		198.07
			206-000-001.000	CASH-CHECKING	184.00	
			206-336-704.000	WAGES PART TIME	14.07	
			206-336-709.000	FICA		
					234.03	234.03
07/31/2023	PR	DAVIS, DAVID G	1000830	Payroll ID: 71		
JE: 1068 POSTED (ID: 8733)						
			101-000-001.000	CASH-CHECKING		1,759.26
			101-000-229.000	DUE TO FEDERAL GOVERNMENT		291.48
			101-171-703.000	SALARIES - SUPERVISOR	1,905.00	
			101-171-709.000	FICA	145.74	
					2,050.74	2,050.74
07/31/2023	PR	DEW, MARI E	1000831	Payroll ID: 71		
JE: 1069 POSTED (ID: 8733)						
			101-000-001.000	CASH-CHECKING		41.13

For Payroll ID: 71 Check Date: 07/31/2023 Pay Period End Date: 07/31/2023

Post Date	Journal	Description	GL Number	GL Description	DR Amount	CR Amount
07/31/2023	PR	GIBSON, JOHN P	101-000-228.000	DUE TO STATE OF MICHIGAN		5.10
JE: 1070 POSTED (ID: 8733)			101-000-229.000	DUE TO FEDERAL GOVERNMENT		18.36
			101-247-704.000	WAGES PART TIME	60.00	
			101-247-709.000	FICA	4.59	
			214-000-001.000	CASH-CHECKING		64.59
			214-701-704.000	WAGES PART TIME	60.00	
			214-701-709.000	FICA	4.59	
					<u>129.18</u>	<u>129.18</u>
07/31/2023	PR	GUNDERSON, KYLE ALLEN	101-000-001.000	CASH-CHECKING		52.86
JE: 1071 POSTED (ID: 8733)			101-000-228.000	DUE TO STATE OF MICHIGAN		2.55
			101-000-229.000	DUE TO FEDERAL GOVERNMENT		9.18
			101-247-704.000	WAGES PART TIME	60.00	
			101-247-709.000	FICA	4.59	
					<u>64.59</u>	<u>64.59</u>
07/31/2023	PR	HADFIELD, KAYLA J	101-000-001.000	CASH-CHECKING		3.06
JE: 1072 POSTED (ID: 8733)			101-000-228.000	DUE TO STATE OF MICHIGAN		11.00
			101-000-229.000	DUE TO FEDERAL GOVERNMENT		77.50
			206-000-001.000	CASH-CHECKING		
			206-336-704.000	WAGES PART TIME	72.00	
			206-336-709.000	FICA	5.50	
					<u>91.56</u>	<u>91.56</u>
07/31/2023	PR	HUBBELL, ROGER C	101-000-001.000	CASH-CHECKING		13.48
JE: 1073 POSTED (ID: 8733)			101-000-229.000	DUE TO FEDERAL GOVERNMENT		13.48
			206-000-001.000	CASH-CHECKING		94.74
			206-336-704.000	WAGES PART TIME	88.00	
			206-336-709.000	FICA	6.74	
					<u>108.22</u>	<u>108.22</u>
07/31/2023	PR	HUBBELL, ROGER C	101-000-001.000	CASH-CHECKING		32.86
JE: 1073 POSTED (ID: 8733)			101-000-228.000	DUE TO STATE OF MICHIGAN		2.55
			101-000-229.000	DUE TO FEDERAL GOVERNMENT		29.18
			101-247-704.000	WAGES PART TIME	60.00	
			101-247-709.000	FICA	4.59	

For Payroll ID: 71 Check Date: 07/31/2023 Pay Period End Date: 07/31/2023

Post Date	Journal	Description	GL Number	GL Description	DR Amount	CR Amount
07/31/2023	PR	HUFFMAN , PAUL ALAN	1000836	Payroll ID: 71	64.59	64.59
JE: 1074	POSTED (ID: 8733)					
			101-000-001.000	CASH-CHECKING		
			101-000-228.000	DUE TO STATE OF MICHIGAN	11.73	2.55
			101-000-229.000	DUE TO FEDERAL GOVERNMENT		9.18
			214-000-001.000	CASH-CHECKING		64.59
			214-701-704.000	WAGES PART TIME	60.00	
			214-701-709.000	FICA	4.59	
					76.32	76.32
07/31/2023	PR	JOHNSON , ALEX CARL	1000837	Payroll ID: 71		
JE: 1075	POSTED (ID: 8733)					
			101-000-001.000	CASH-CHECKING		
			101-000-228.000	DUE TO STATE OF MICHIGAN	269.48	45.05
			101-000-229.000	DUE TO FEDERAL GOVERNMENT		224.43
			206-000-001.000	CASH-CHECKING		1,141.09
			206-336-704.000	WAGES PART TIME	1,060.00	
			206-336-709.000	FICA	81.09	
					1,410.57	1,410.57
07/31/2023	PR	KUZNICKI , CATHERINE M	1000838	Payroll ID: 71		
JE: 1076	POSTED (ID: 8733)					
			101-000-001.000	CASH-CHECKING		
			101-000-229.000	DUE TO FEDERAL GOVERNMENT		93.50
			101-215-704.000	WAGES PART TIME	101.25	15.50
			101-215-709.000	FICA	7.75	
					109.00	109.00
07/31/2023	PR	LENTEN , JEFFREY ROBERT	1000839	Payroll ID: 71		
JE: 1077	POSTED (ID: 8733)					
			101-000-001.000	CASH-CHECKING		
			101-000-228.000	DUE TO STATE OF MICHIGAN	4.30	0.94
			101-000-229.000	DUE TO FEDERAL GOVERNMENT		3.36
			206-000-001.000	CASH-CHECKING		23.68
			206-336-704.000	WAGES PART TIME	22.00	
			206-336-709.000	FICA	1.68	
					27.98	27.98
07/31/2023	PR	MACHLEIT , RONALD L	1000840	Payroll ID: 71		
JE: 1078	POSTED (ID: 8733)					
			101-000-001.000	CASH-CHECKING		
			101-000-229.000	DUE TO FEDERAL GOVERNMENT	7.64	7.64

For Payroll ID: 71 Check Date: 07/31/2023 Pay Period End Date: 07/31/2023

Post Date	Journal	Description	GL Number	GL Description	DR Amount	CR Amount
07/31/2023	PR	MILLER , MARY E	206-000-001.000	CASH-CHECKING		53.82
			206-336-704.000	WAGES PART TIME	50.00	
			206-336-709.000	FICA	3.82	
					<u>61.46</u>	<u>61.46</u>
07/31/2023	PR	MILLER , MARY E	1000841	Payroll ID: 71		
		JE: 1079 POSTED (ID: 8733)	Check:			
			101-000-001.000	CASH-CHECKING		160.64
			101-000-228.000	DUE TO STATE OF MICHIGAN		11.97
			101-000-229.000	DUE TO FEDERAL GOVERNMENT		66.10
			101-101-703.000	SALARIES	216.75	
			101-101-709.000	FICA	16.96	
			101-101-910.000	PROFESSIONAL DEVELOPMENT (EDUCATION)	5.00	
			214-000-001.000	CASH-CHECKING		64.59
			214-701-704.000	WAGES PART TIME	60.00	
			214-701-709.000	FICA	4.59	
					<u>303.30</u>	<u>303.30</u>
07/31/2023	PR	OCKERT-POULISSE , SHERRI	1000842	Payroll ID: 71		
		JE: 1080 POSTED (ID: 8733)	Check:			
			101-000-001.000	CASH-CHECKING		195.37
			101-000-228.000	DUE TO STATE OF MICHIGAN		9.42
			101-000-229.000	DUE TO FEDERAL GOVERNMENT		33.92
			101-101-703.000	SALARIES	216.75	
			101-101-709.000	FICA	16.96	
			101-101-910.000	PROFESSIONAL DEVELOPMENT (EDUCATION)	5.00	
					<u>238.71</u>	<u>238.71</u>
07/31/2023	PR	ORTH , MARC JOSEPH	1000843	Payroll ID: 71		
		JE: 1081 POSTED (ID: 8733)	Check:			
			101-000-001.000	CASH-CHECKING		31.52
			101-000-229.000	DUE TO FEDERAL GOVERNMENT		31.52
			206-000-001.000	CASH-CHECKING		221.76
			206-336-704.000	WAGES PART TIME	206.00	
			206-336-709.000	FICA	15.76	
					<u>253.28</u>	<u>253.28</u>
07/31/2023	PR	PFOST , DAYTON D	1000844	Payroll ID: 71		
		JE: 1082 POSTED (ID: 8733)	Check:			
			101-000-001.000	CASH-CHECKING		103.19
			101-000-228.000	DUE TO STATE OF MICHIGAN		592.03
			101-000-229.000	DUE TO FEDERAL GOVERNMENT		2,613.75
			206-000-001.000	CASH-CHECKING		
			206-336-703.000	SALARIES - FIRE CHIEF	1,500.00	

For Payroll ID: 71 Check Date: 07/31/2023 Pay Period End Date: 07/31/2023

Post Date	Journal	Description	GL Number	GL Description	DR Amount	CR Amount
07/31/2023	PR	SKUSA , JENICE LYNN	206-336-704.000	WAGES PART TIME	928.00	
			206-336-709.000	FICA	185.75	
					<u>3,308.97</u>	<u>3,308.97</u>
07/31/2023	PR	SKUSA , JENICE LYNN	1000845	Payroll ID: 71		
JE: 1083 POSTED (ID: 8733)			101-000-001.000	CASH-CHECKING	63.34	
			101-000-228.000	DUE TO STATE OF MICHIGAN		5.00
			101-000-229.000	DUE TO FEDERAL GOVERNMENT		58.34
			206-000-001.000	CASH-CHECKING		340.17
			206-336-704.000	WAGES PART TIME	316.00	
			206-336-709.000	FICA	24.17	
					<u>403.51</u>	<u>403.51</u>
07/31/2023	PR	SMITH, DEREK J	1000846	Payroll ID: 71		
JE: 1084 POSTED (ID: 8733)			101-000-001.000	CASH-CHECKING	151.62	
			101-000-228.000	DUE TO STATE OF MICHIGAN		36.44
			101-000-229.000	DUE TO FEDERAL GOVERNMENT		115.18
			206-000-001.000	CASH-CHECKING		669.59
			206-336-703.001	SALARIES - ASSISTANT FIRE CHIEF	600.00	
			206-336-704.000	WAGES PART TIME	22.00	
			206-336-709.000	FICA	47.59	
					<u>821.21</u>	<u>821.21</u>
07/31/2023	PR	TURMEL , LAURA L.	1000847	Payroll ID: 71		
JE: 1085 POSTED (ID: 8733)			101-000-001.000	CASH-CHECKING	31.28	
			101-000-228.000	DUE TO STATE OF MICHIGAN		6.80
			101-000-229.000	DUE TO FEDERAL GOVERNMENT		24.48
			214-000-001.000	CASH-CHECKING		172.24
			214-701-704.000	WAGES PART TIME	80.00	
			214-701-704.001	WAGES - PC RECORDING SECRETARY	80.00	
			214-701-709.000	FICA	12.24	
					<u>203.52</u>	<u>203.52</u>
07/31/2023	PR	WADDELL, AIDEN R	1000848	Payroll ID: 71		
JE: 1086 POSTED (ID: 8733)			101-000-001.000	CASH-CHECKING	59.66	
			101-000-229.000	DUE TO FEDERAL GOVERNMENT		59.66
			206-000-001.000	CASH-CHECKING		419.83
			206-336-704.000	WAGES PART TIME	390.00	
			206-336-709.000	FICA	29.83	
					<u>390.00</u>	<u>419.83</u>

For Payroll ID: 71 Check Date: 07/31/2023 Pay Period End Date: 07/31/2023

Post Date	Journal	Description	GL Number	GL Description	DR Amount	CR Amount
07/31/2023	PR	WELLER, JAMES C	Check: 1000849	Payroll ID: 71	479.49	479.49
JE: 1087 POSTED (ID: 8733)						
			101-000-001.000	CASH-CHECKING	146.64	
			101-000-228.000	DUE TO STATE OF MICHIGAN		31.88
			101-000-229.000	DUE TO FEDERAL GOVERNMENT		114.76
			214-000-001.000	CASH-CHECKING		807.38
			214-701-702.000	WAGES FULL TIME	750.00	
			214-701-709.000	FICA	57.38	
					<u>954.02</u>	<u>954.02</u>
07/31/2023	PR	WERLY, ALEX LEE	Check: 1000850	Payroll ID: 71		
JE: 1088 POSTED (ID: 8733)						
			101-000-001.000	CASH-CHECKING	4.32	
			101-000-228.000	DUE TO STATE OF MICHIGAN		0.94
			101-000-229.000	DUE TO FEDERAL GOVERNMENT		3.38
			206-000-001.000	CASH-CHECKING		23.69
			206-336-704.000	WAGES PART TIME	22.00	
			206-336-709.000	FICA	1.69	
					<u>28.01</u>	<u>28.01</u>
07/31/2023	PR	WIRTH, ROSE A.	Check: 1000851	Payroll ID: 71		
JE: 1089 POSTED (ID: 8733)						
			101-000-001.000	CASH-CHECKING		1,592.83
			101-000-228.000	DUE TO STATE OF MICHIGAN		85.00
			101-000-229.000	DUE TO FEDERAL GOVERNMENT		475.17
			101-215-703.000	SALARIES - CLERK	2,000.00	
			101-215-709.000	FICA	153.00	
					<u>2,153.00</u>	<u>2,153.00</u>
07/31/2023	PR	ZIELINSKI, THERESE L	Check: 1000852	Payroll ID: 71		
JE: 1090 POSTED (ID: 8733)						
			101-000-001.000	CASH-CHECKING		1,553.22
			101-000-228.000	DUE TO STATE OF MICHIGAN		80.96
			101-000-229.000	DUE TO FEDERAL GOVERNMENT		416.56
			101-253-703.000	SALARIES - TREASURER	1,905.00	
			101-253-709.000	FICA	145.74	
					<u>2,050.74</u>	<u>2,050.74</u>
<b>Grand Totals:</b>						
			101-000-001.000	CASH-CHECKING		4,537.76
			101-000-228.000	DUE TO STATE OF MICHIGAN		474.97
			101-000-229.000	DUE TO FEDERAL GOVERNMENT		2,847.25
			101-101-703.000	SALARIES	433.50	

For Payroll ID: 71 Check Date: 07/31/2023 Pay Period End Date: 07/31/2023

Post Date	Journal	Description	GL Number	GL Description	DR Amount	CR Amount
			101-101-709.000	FICA	33.92	
			101-101-910.000	PROFESSIONAL DEVELOPMENT (EDUCATION)	10.00	
			101-171-703.000	SALARIES - SUPERVISOR	1,905.00	
			101-171-709.000	FICA	145.74	
			101-215-703.000	SALARIES - CLERK	2,000.00	
			101-215-704.000	WAGES PART TIME	101.25	
			101-215-709.000	FICA	160.75	
			101-247-704.000	WAGES PART TIME	180.00	
			101-247-709.000	FICA	13.77	
			101-253-703.000	SALARIES - TREASURER	1,905.00	
			101-253-709.000	FICA	145.74	
			101-257-703.000	WAGES - ASSESSOR	416.67	
			101-257-709.000	FICA	31.87	
			101-265-703.000	SALARIES	100.00	
			101-265-709.000	FICA	7.65	
			101-268-703.000	SALARIES	250.00	
			101-268-709.000	FICA	19.12	
			206-000-001.000	CASH-CHECKING		6,355.66
			206-336-703.000	SALARIES - FIRE CHIEF	1,500.00	
			206-336-703.001	SALARIES - ASSISTANT FIRE CHIEF	600.00	
			206-336-704.000	WAGES PART TIME	3,804.00	
			206-336-709.000	FICA	451.66	
			214-000-001.000	CASH-CHECKING		1,173.39
			214-701-702.000	WAGES FULL TIME	750.00	
			214-701-704.000	WAGES PART TIME	260.00	
			214-701-704.001	WAGES - PC RECORDING SECRETARY	80.00	
			214-701-709.000	FICA	83.39	

15,389.03

15,389.03

Inland Township  
 Budget Adjustments - July 2023

Account Nbr	Account Title	Y-T-D	Budget	Difference	Increase	Decrease	Amended Budget	
			<b>06.30.2023</b>					
101-101-915	memberships	2,024.72	2,000.00	(24.72)	25.00		2,025.00	
101-101-752	supplies		1,000.00			(25.00)	975.00	
Total Budget Adjustments						25.00	(25.00)	





# MAINTENANCE AGREEMENT

BILL TO #: _____ Name: Inland Township Clerk Address: 19668 Honor Highway City: Interlochen : MI Zip: 49643 Phone #: (231) 275-6568	EQUIPMENT LOCATION #: _____ Address: 19668 Honor Highway Room # or Dept: City: Interlochen State: MI Zip: 49643 Phone #: (231) 275-6568
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Key Operator: Rose Wirth E-mail: [clerk@inlandtownship.org](mailto:clerk@inlandtownship.org) Phone #: (231) 275-6568

Contract #: \_\_\_\_\_ Agreement Starting Date: \_\_\_\_\_

Model Number	XM3150				
Serial #	701643HH02TV5				
Tag #	7982				
Start Count BLACK					
Start Count COLOR					
TOTAL Meter					

**Kraft Business Systems, Inc hereinafter referred to as "Company", covers the above equipment under the terms and conditions of this agreement.**

TYPE OF COVERAGE ..... PLEASE CHOOSE ONE	<input checked="" type="checkbox"/>	<b>TOTAL CARE MAINTENANCE AGREEMENT INCLUDING DRUM AND TONER:</b> THE COMPANY WILL PROVIDE ALL NECESSARY PARTS, SERVICE AND OPERATING SUPPLIES SUCH AS ROLLERS, DRUMS, AND TONER WITH THE EXCEPTION OF PAPER, TRANSPARENCIES, STAPLES, ETC.
		<b>FULL MAINTENANCE COVERAGE INCLUDING DRUM:</b> EXCLUDES ALL SUPPLY ITEMS. THE COMPANY WILL PROVIDE ALL NECESSARY PARTS, ROLLERS, SERVICE, AND DRUMS. DOES NOT INCLUDE TONER, PAPER, STAPLES, or OTHER SUPPLY ITEMS.

Service Plan	<b>MONTHLY PLAN:</b> CUSTOMER AGREES TO PAY MONTHLY IN ADVANCE \$ <u>35</u> PER MONTH FOR A PERIOD OF ONE YEAR WHICH COVERS <u>0</u> B/W COPIES AND <u>0</u> COLOR COPIES PER MONTH. ADDITIONAL COPIES TO BE INVOICED MONTHLY AT \$ <u>.015</u> PER B/W COPY AND \$ <u>0</u> PER COLOR COPY. (plus, applicable sales tax)
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**The Customer agrees to allow devices to be configured to submit meter readings and/or the installation of automated meter collection software by the Company to facilitate meter readings as required by this Agreement. Should the company not be able to collect applicable meter readings for any reason, the Customer agrees to provide such readings on a manual basis each month as required by this agreement. Should meter readings not be obtained from the customer within 5 days of the contract billing cycle, the Company will estimate meters for contract billing purposes. Estimated meter disputes that result in a contract billing adjustment will be subject to an administrative processing charge. Situations requiring the Company to visit the Customers location to obtain meter readings are subject to an hourly fee, which will also include round trip travel time and cost from the Company to the Customers location.**

Method of meter reading collection	<input checked="" type="checkbox"/>	<b>Automated Collection:</b> Customer agrees to allow Kraft to configure devices to automatically submit meter readings. (This may require the installation of additional software at no additional charge). Contact name: Rose Wirth Phone: (231) 275-6568 E-mail: <a href="mailto:clerk@inlandtownship.org">clerk@inlandtownship.org</a>
		<b>E-mail:</b> Customer will receive E-mail alerts where they can enter meters through attached links. Contact name: _____ Phone: _____ E-mail: _____
Special Instructions		

By signing this document, you agree to the Maintenance Agreement Terms & Conditions.

KRAFT SIGNATURE: \_\_\_\_\_ DATE: \_\_\_\_\_

CUSTOMER SIGNATURE: \_\_\_\_\_ DATE: \_\_\_\_\_

## Maintenance Agreement Terms & Conditions

Kraft Business Systems Inc. a Michigan profit corporation (KBS), agrees to provide and the Customer agrees to accept maintenance service on the equipment annual charges indicated in the attached equipment list, in accordance with the following terms and conditions.

**TERM:** This Agreement is effective from the commencement date and shall continue for an initial minimum term of one (1) year. Thereafter this Agreement shall remain in force until terminated by Client within ninety (90) days but not less than 30 days prior to the normal expiration date. Each monthly obligation required by this Agreement shall be billed in advance. An administration fee of \$15.95 will be added to your bill monthly. This covers shipping, firmware updates, cleaning supplies, fuel surcharge fee and travel. If in the opinion of KBS, at the end of the first year or thereafter, individual items can no longer be properly or economically maintained to KBS' standards, KBS may at its own judgment terminate the Agreement.

**MAINTENANCE & SERVICE:** KBS agrees to provide maintenance service availability Monday through Friday from 8:00am to 5:00pm and keep the equipment in good working order in accordance with KBS' published specifications while the equipment is located within KBS' area of responsibility. The maintenance provided is based on the specific performance standard needs of individual products as determined by KBS. These needs include preventative maintenance – handled as the discretion of KBS maintenance technician – during a reported service all or at the discretion of the KBS service Coordinator. On-call remedial Maintenance will be provided and will include adjustments, lubrications and replacement of parts deemed necessary by KBS.

**CHARGES:** All service calls made on equipment not under maintenance contract shall be invoiced immediately at prevailing rates. These rates are subject to change without notice.

**INITIAL INSPECTION:** If the equipment to be covered by this Agreement is not under a current KBS' maintenance contract, (nor covered by KBS' limited warranty immediately prior to the commencement date of this Agreement) it shall be subject to a chargeable inspection by KBS. KBS shall take such action as may be necessary in its judgment to place the equipment in good operating condition including (without limitation) making repairs, adjustments and making replacing parts. Customer shall pay for all labor and materials used in connection therewith at KBS' then current commercial rates. This paragraph does not apply to equipment sold new at the time of the sale.

**KBS PROPERTY:** Maintenance software, test equipment and similar property used by KBS at the installation site (even if shipped with the equipment) shall remain the exclusive property of KBS and shall be for the sole use of KBS and under the control of KBS.

**ACCESS TO EQUIPMENT:** KBS shall have full and free access to the equipment to provide service thereon upon reasonable prior notice to Customer.

**MODIFICATIONS:** If persons other than KBS representative perform maintenance or repair of a unit of equipment, and as a result further repair by KBS is required, such repairs are not included in the charges set forth in this Agreement, and will be made at KBS' applicable time and material rate and terms then in effect. Maintenance by third parties could be the basis for voiding any existing limited warranties.

**ELECTRICAL PROTECTION:** No repair or obligations imposed upon KBS will be honored without mandatory, approved electrical protection. **Circuit Board Coverage is Excluded on Non-Surge Protected Equipment.**

**EXCLUSIONS:** Maintenance service is contingent upon the proper use of all equipment and does not include:

- Electrical work external to the equipment or maintenance of accessories, attachments, or other devices not furnished by KBS.
- Service caused by supply items that do not meet KBS specifications, software not supplied by KBS, or other alterations in equipment, their connections by mechanical, electrical or network means.
- Repair of damage or increase in service time resulting from: accident, transportation, neglect, theft, fire, water damage, misuse, failure of electrical power, air conditioning or humidity control, relocation to an unsuitable place of installation or unsafe/hazardous environment, alterations which include but are not limited to, any changes in KBS design, installation, removal or KBS features, any other modification whenever any of the foregoing are performed by other than KBS representatives or anything other than ordinary use.

**BILLABLE CALLS:** If Customer requires KBS to provide support outside normal business hours (i.e. weekends, KBS holidays, and 5:00pm to 8:00am weekdays), client will pay for such services at the rate of 1.5 times the current published rate per hour for a minimum of two hours.

**PAYMENT:** Customer shall pay the total monthly charge stated (as per this Agreement) by the first day of each month for which service is to be provided. KBS shall only issue invoices for equipment maintenance by the amounts stated on the front of this Agreement or when client has failed to pay by the due date. Any amounts not paid to KBS within thirty (30) days after the applicable due date, KBS will notify Customer of failure to pay providing a (7) day period for Customer to respond following which upon non-payment. KBS shall not be obligated to provide services as called for in this agreement unless the customer is current with all payments due KBS. KBS may at its sole discretion send to client a notice of termination, which shall be effective upon Customer's receipt. All obligations for payment shall survive the termination of this Agreement. Any support services provided will be billed at current published rates.

**DISCLAIMER OF SERVICES/LIMITATIONS OF LIABILITY:** KBS shall not be liable for any lost profits, loss of information or any kind, loss of or damage to revenue, loss of profits or good will, interruption of business, damage to client's computers or networks, damage to or loss of software, data files or other information resulting from any equipment failure or service of equipment. Client is solely responsible for back-ups and archival copies of all software, data, and other information. NOTWITHSTANDING ANY PROVISION IN THIS DOCUMENT TO THE CONTRARY, THESE TERMS AND CONDITIONS ARE MADE WITH THE EXPRESS UNDERSTANDING OF CUSTOMER THAT THEY SHALL APPLY IN CONNECTION WITH THE PERFORMANCE OF MAINTENANCE SERVICES BY KBS AND IS IN LIEU OF ALL OTHER WARRANTIES (EXPRESS, IMPLIED OR STATUTORY) INCLUDING THE SEPARATE WARRANTIES OF MERCHANTABILITY AND FITNESS FOR A PARTICULAR PURPOSE OR USE. IN NO EVENT SHALL KBS BE LIABLE FOR INCIDENTAL OR CONSEQUENTIAL DAMAGES, EVEN IF ADVISED OF THE POSSIBILITY OF SUCH DAMAGES. KBS makes no warranties whatsoever, expressed or implied with regard to the service, the software included with the product, its installation and support, and expressly excluded all implied warranties of merchantability and fitness for a particular purpose, including but not limited to specific networks or applications that may be exercised as a means for product return. KBS shall under no circumstances be liable for any special, exemplary punitive incidental or consequential damages regardless of the cause. The liability of KBS and/or its employees, agents and/or representatives for any claim, cost, damage, loss or expense (regarding the performance of maintenance services pursuant to this document) for which it is, or may be, legally liable, whether arising in negligence, tort, contract or otherwise, shall not exceed (in the aggregate) KBS monthly charges for the preceding 12 months.

**GOVERNING LAW:** This Agreement shall be governed by the laws of the State of Michigan. Any action against KBS must be brought within twelve (12) months after discovery of the alleged act or omission giving rise to the action. In the event of litigation or other proceedings by KBS to enforce or defend any term or provision of this Agreement and is successful, Customer agrees to pay all reasonable expenses sustained by KBS (including but not limited to) collections and attorney fees. Customer's exclusive remedy for breach of Agreement shall be replacement or repair of the nonconforming part at the option of KBS. Customer expressly waves its right to consequential, exemplary, incidental, or punitive damages.

**INDEMNIFICATION:** Customer shall bear all risks of theft, loss or damages not caused by KBS employees or agents, to all equipment. Client agrees to indemnify, defend and hold harmless KBS, its officers, directors, employees and agents from all loss liability, claims or expenses (including reasonable attorney fees) arising out of Customers use of the equipment, including but not limited to liabilities arising from bodily injury, including death or property damage to any person, unless caused solely as a result of a negligent or intentional act or omission by KBS.

**ARBITRATION:** In the event of any dispute between the parties to this agreement, the dispute shall be submitted to one arbitrator in binding in accordance with the Commercial Arbitration Rules of the American Arbitration Association. Such arbitration shall be held within twenty (20) mile radius of Grand Rapids, Michigan absent an express written agreement by the parties to conduct the arbitration at a different location. Judgment entered upon the award may be entered and enforced in any court of competent jurisdiction.

**COMPLETE AGREEMENT:** This is the complete understanding of the parties. No oral representation or warranty shall be binding. This Agreement may not be modified except in writing signed by authorized representatives of both parties. If any provision of this Agreement is found to be invalid or unenforceable, such provision shall be deleted from this document and the remaining provisions shall remain in full force and effect.

**ASSIGNMENT:** This contract is for the sole benefit of the Customer whose name appears on the front hereof and cannot be assigned by the customer to any further owners of the covered Equipment

**TAX:** The amount of this agreement shall be increased by an amount equal to any applicable tax, now or hereafter assessed, levied, or imposed by any federal, State or local Authority.

**FORCE MAJEURE:** Neither party shall be responsible for delays or failures in performance of the Agreement (other than the failure to make payment) to the extent that such party was hindered in its performance by any act of God, commotion, labor dispute, or any other occurrence beyond its reasonable control.

**RENEWAL:** This is an auto-renewable maintenance agreement unless KBS has been notified in writing by the terms and conditions of this document. Payment of invoices constitutes acceptance and renewal of this contract without exception on a month to month basis. Maintenance contracts are subject to annual rate increases up to 11%. "11x17" copies & prints are subject to billing as two clicks.

**NOTICE:** All communications (request, consents, orders or other) between KBS and Customer shall be written and delivered personally, by voice (but only if followed up with written confirmation), or sent certified mail (return receipt requested) or courier service.

**AUTHORIZATION:** Each party executing this Agreement has been authorized to do so by resolution or consent.

**Customer Initial:** \_\_\_\_\_

## MSU Extension Citizen Planner!

Reilly, Mary <reillym8@msu.edu>

Wed 8/2/2023 5:17 PM

To:clerk inlandtownship.org <clerk@inlandtownship.org>

Dear Rose,

I wanted to let you know that MSU Extension is offering the *Citizen Planner* course this fall in the Grand Traverse Region (East Bay Township). This is a premiere training program for local officials working in the areas of planning, zoning, community and economic development.

Classes will be October 4, 11, 18, 25, November 1, 8 from 6 PM to 9 PM (with opportunity to make up two classes online). Please share this information with your Planning Commissions, elected officials, or ZBA members.

Cost is \$250 per participant, which covers registration, course materials, snacks and refreshments. A rate of \$225 is offered for groups of four or more. Scholarships for attending *Citizen Planner* may be available (see flyer). **Register by September 20, 2022.**

To learn more, download an information flyer, or to register—go to <https://events.anr.msu.edu/CPTTraverseCity23/>

Let me know if you have any questions,

**Mary Reilly, AICP**

Government and Public Policy Educator

Michigan State University Extension

395 Third St.

Manistee, MI 49660

Ph. 231-889-4277 Ext. 1

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