

Unapproved Minutes  
Of the July 19, 2022  
Conway Township  
Regular Board Meeting  
7:00 pm

REGULAR MEETING

Supervisor Grubb called the meeting to order at 7:00 p.m. with the pledge of allegiance to the American flag.

Present: Clerk Elizabeth Whitt, Supervisor William Grubb, Treasurer Debra Grubb, Trustee Richard Hohenstein, Trustee George Pushies.

Motion to approve Consent Agenda made by Whitt. Support by Hohenstein. Roll Call: W. Grubb – yes, D. Grubb -yes, Pushies – no, Hohenstein – yes, Whitt – yes. Motion approved.

Call to the public: no comments

Motion to approve the Board Meeting Agenda with the following changes: Remove number 15, move recognition of Londa Horton to communication, add number 15 Senior Center Allocation and number 16 Financial Investment Policy. Motion by Hohenstein. Supported by Pushies. Motion approved.

Resolution 220719-01 offered by Whitt, supported by D. Grubb. Roll Call: W Grubb – yes, Whitt – yes, D Grubb – yes, Pushies – Yes, Hohenstein – yes. Resolution passed.

Motion to hire Civic Plus to manage our ordinances online. Initial cost of \$11700 to set up and the ongoing maintenance of \$2595 annually. Motion by Whitt. Supported by Hohenstein. Roll Call: D Grubb – yes, Pushies – no, Hohenstein – yes, Whitt – yes, W Grubb. Motion approved.

Motion to hire Gary Klein as the Zoning/Planning Administrator at a starting rate of \$20 per hour are up to 20hours per week. Twelve in the office and outside hours as needed. Motion by Whitt. Supported by D Grubb. Roll Call: Pushies – no, Hohenstein – yes, Whitt – yes, W Grubb – yes, D Grubb – yes. Motion approved.

Resolution 220719-02 offered by Whitt, supported by Hohenstein. Roll Call: W Grubb – yes, Whitt – yes, D Grubb – yes, Plushies – yes, Hohenstein – yes. Resolution passed.

Motion to appoint Kayla Poissant to the Planning Commission. Motion by Whitt, supported by Hohenstein. Motion approved.

Motion to allocate \$2000 to the Senior Center. Motion by Whitt, supported by D Grubb. Roll Call: Hohenstein – yes, Whitt – yes, W Grubb – yes, D Grubb – yes, Pushies – yes. Motion approved.

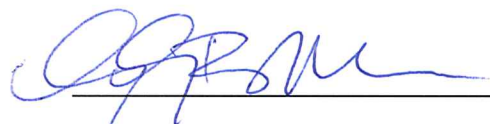
Motion that we have the township attorney review the townships investment policy from 2010 to better reflect the intentions and exact wording from Public Act 20 of 1943 as amended in 1997 and effective 12-30-1997 and prepare a resolution to adopt. Motion by D Grubb, supported by Whitt. Roll Call: Whitt – yes, W Grubb – yes, D Grubb – yes, Pushies – yes, Hohenstein – yes. Motion approved.

Motion to approve up to 15 training hours for Todd Thomas to train Gary Klein. Motion by Hohenstein, supported by Whitt. Motion approved.

Motion to adjourn at 8:20 p.m. Motion by D. Grubb. Support by Pushies. Motion approved.



Elizabeth Whitt, Township Clerk



Gabi Bresett, Township Deputy Clerk

RESOLUTION TO RECOGNIZE SERVICE  
Resolution No. 220719-01  
Conway Township

WHEREAS, the Conway Township Board of Trustees ("Board") recognizes the commitment required to serve as a local, public official.

WHEREAS, the Board is indebted to Londa Horton for serving the residents of Conway Township over the last thirteen years.

WHEREAS, the Board appreciates Londa's dedication to serving as Planning Commission Secretary.

NOW, THEREFORE, BE IT RESOLVED that:

1. The Board, on behalf of the residents of Conway Township, wishes to thank Londa for her service.

The foregoing Resolution offered by Board Member Whitt. Second offered by Board Member D Grubb.

Upon roll call vote, the Board Members voted as follows:

W. Grubb: yes  
Whitt: yes  
D. Grubb: yes  
Pushies: yes  
Hohenstein: yes

The Supervisor declared the resolution adopted at a regular meeting of the Township Board held on July 19, 2022.

  
\_\_\_\_\_  
Elizabeth Whitt  
Clerk

  
\_\_\_\_\_  
Gabriele Bresett  
Deputy Clerk

**RESOLUTION TO AMEND ORDINANCE ENFORCEMENT OFFICER ORDINANCE**

**Resolution No. 220719-02**

**Conway Township**

WHEREAS, the Conway Township Board of Trustees (“Board”) previously enacted General Law Ordinance No. 25 establishing the position of the Ordinance Enforcement Officer and to appoint the Zoning Administrator as the Ordinance Enforcement Officer subject to the conditions set forth in the ordinance;

WHEREAS, the Board wishes to amend Ordinance No. 25 to separate the offices of the Zoning Administration and the Enforcement Officer so that two separate individuals may serve in those roles;

WHEREAS, there is an urgent need in the Township to fill these two separate positions and therefore the Board has decided to vary from its administrative Policy No. 2 in this instance;

WHEREAS, authority is provided to the Board to establish and amend such an ordinance pursuant to MCL 41.181; and

NOW, THEREFORE, BE IT RESOLVED that:


1. The Board hereby enacts the proposed amendments to Conway Township Ordinance to Establish Ordinance Enforcement Officer Ordinance, General Law Ordinance No. 25, as presented.
2. All other ordinances, policies, and procedures that are in conflict are hereby repealed.

The foregoing resolution offered by Board Member Whitt. Second offered by Board Member Hohenstein.

Upon roll call vote the board members voted as follows:

Grubb, B: aye  
Whitt, E: aye  
Grubb, D: aye  
Pushies, G: nay  
Hohenstein, R: aye

The Supervisor declared the resolution adopted.

  
Elizabeth Whitt, Clerk

**ORDINANCE TO ESTABLISH ORDINANCE ENFORCEMENT OFFICER**

**CONWAY TOWNSHIP  
LIVINGSTON COUNTY, MICHIGAN**

**Ordinance No. 25**

**As Amended on July 19, 2022**

An ordinance to promote the enforcement of Conway Township, Livingston County, Michigan, ordinances in the interest of the health, safety and welfare of the residents, property, and other persons within Conway Township through the designation of an Ordinance Enforcement Officer; to establish provisions for an alternate Enforcement Officer in the absence of, or where the Enforcement Officer has an interest in or conflict with a potential enforcement issue.

**SECTION 1 – ESTABLISHMENT OF ORDINANCE ENFORCEMENT OFFICER**

There is hereby established the office of Ordinance Enforcement Officer with the Township of Conway, Livingston County, Michigan.

**SECTION 2 - PURPOSE.**

This Ordinance is adopted pursuant to the authority granted the Township Board to enforce the Township Ordinances under the Michigan Township Ordinances Act, Act 246 of 1945, MCL 41.181 §1(1).

The purpose of this Ordinance is to designate an Ordinance Enforcement Officer to enforce Township Ordinances governing the health, safety and welfare of the residents, property, and other persons within Conway Township, and to repeal all ordinances and parts of ordinances in conflict with the provisions hereinafter following.

**SECTION 3 - APPOINTMENT OF ORDINANCE ENFORCEMENT OFFICER**

The Township Board may appoint, at its discretion and upon resolution, any person or persons to serve as the Ordinance Enforcement Officer.

The Ordinance Enforcement Officer may be any one or more individuals associated with the Village of Fowlerville Police Department.

**SECTION 4 - DUTIES**

The Ordinance Enforcement Officer is authorized to enforce all General Law and Zoning Ordinances of Conway Township, whether currently or hereafter enacted, and whether such ordinances specifically designate a different official to enforce the same or do not designate any particular enforcing officer.

The Ordinance Enforcement Officer, in performing his or her duties, may utilize the Michigan State Police, the Livingston County Sheriff, the Village of Fowlerville Police, and any other police officer of any law enforcement agency that contracts with the Township to provide law enforcement services.

## SECTION 5 – AUTHORITY OF ORDINANCE ENFORCEMENT OFFICER

The Ordinance Enforcement Officer has the authority to investigate potential and actual ordinance violations within the Township, to issue and serve warning letters, notice of municipal civil infraction citations and municipal civil infraction violations, appear in court or other judicial proceedings to assist in the prosecution of ordinance violators, and such other ordinance enforcement duties as may be delegated by the Conway Township Board, its Supervisor, or Township Attorney subject to the provisions of Michigan law and in keeping with Conway Township Ordinance No. 10, Municipal Civil Infraction Ordinance, Section 4.

## SECTION 6 - SEVERABILITY

The provisions of this Ordinance are hereby declared to be severable and if any clause, sentence, word, section or provision is hereafter declared void or unenforceable for any reason by any judicial determination or statutory or constitutional provision, it shall not affect the remainder of such Ordinance which shall continue in full force and effect.

## SECTION 7 - EFFECTIVE DATE

This Ordinance as amended shall take effect one day after publication.

Ordinance declared adopted on March 17, 2021, Resolution No. 170321-11 and amended on July 19, 2022, Resolution No. 1807722-\_\_\_

## CERTIFICATION

I hereby declare that the above is a true copy of the ordinance as amended and adopted by the Conway Township Board at a meeting held on July 19, 2022, at the Conway Township Hall, pursuant to the required statutory procedures.

Respectfully submitted,

  
\_\_\_\_\_  
Elizabeth Whitt, Conway Township Clerk