

## **Approved Minutes – Regular Meeting May 14, 2025**

### **Call to Order**

- The meeting began at 7 pm.

### **Pledge of Allegiance**

### **Roll Call**

- Roll Call was taken with Jess McClaughry, Bronwyn Asplund, Gail Garrity, Lorie Fliegel, and Rachel Mackson in attendance. There were 13 visitors in attendance.

### **Agenda**

- Motion made by Jess McClaughry, seconded by Bronwyn Asplund, to approve the agenda as presented.  
✓ Motion approved by all Board members present.

### **Treasurer's Report**

- Statement of Accounts
  - Motion made by Jess McClaughry, seconded by Bronwyn Asplund, to approve the Statement of Accounts as presented.  
✓ Motion approved by all Board members present.

### **Minutes**

- Last Month's Regular Meeting
  - Motion made by Jess McClaughry, seconded by Bronwyn Asplund, to approve the minutes as presented.  
✓ Motion approved by all Board members present.

### **Township Disbursements**

- Invoices and Bills
  - Motion made by Jess McClaughry, seconded by Bronwyn Asplund, to approve the bills as presented.  
✓ Motion approved by all Board members present.

- Budget Report
  - No changes are needed.

### **Community Services: Five-minute time limit per person**

- Library – Nancy House
  - The parking lot should be completed by June.
  - For more activities, please go to the library website, [Harrison District Library \(hdl.org\)](http://Harrison District Library (hdl.org)), or the Facebook page, [Facebook](https://www.facebook.com/harrisondistrictlibrary).
- County Commissioner – Dale Majewski
  - State is once again working on plans for the railway from Detroit to Mackinac with a stop in Clare.
  - County hired 3 people to replace retiring staff.
- Cemetery Sexton – Jan Bohllinger
  - Asked for volunteers to place flags at the cemetery for Memorial Day.

- THANK YOU TO THE CLARE COUNTY REVIEW FOR THE LOVELY ARTICLE – 2 NEW PEOPLE CAME TO HELP AFTER SEEING THE ARTICLE IN THE PAPER!!!

**Public Comment #1: Please limit comments to Agenda Items**

- Bryan Fliegel suggested contacting the scouts to ask for help.

**Unfinished Business:**

- NONE

**New Business**

- County Contract for Treasurer
  - Motion made by Lorie Fliegel, seconded by Rachel Mackson, to approve option #2 on the contract.

✓ Motion approved by all Board members present.

**Public Comment #2:**

- Barb Pitcavage asked about Absent Ballots.

**Board Member Comments**

- Gail
  - NONE
- Bronwyn
  - The Neighborhood Watch meeting time and date will be announced as soon as it is scheduled.
- Lorie
  - Grief Support Group is held every 2<sup>nd</sup> Thursday from 5 – 7 pm at the township hall.
  - Landscaping around the township hall will be updated soon with an emphasis on easy-to-care-for plants and landscaping.
- Rachel
  - The election went well. The proposal for funding the vocational training passed.
  - Trees will be planted soon.
- Jess
  - Flagpole was damaged in a storm. Asking for help getting the pole back upright. It is still usable but has listed sideways.
  - Porta Potty will be up soon near the pavilion.
  - More gravel will be placed by the dumpster to even things out.

**Adjourn**

- The meeting was adjourned at 7:33 pm.

Rachel Mackson  
Greenwood Township Clerk

# ***GREENWOOD TOWNSHIP***

**LORIE FLIEGEL-TREASURER**

**TREASURERS STATEMENT OF ACCOUNTS AS OF APRIL 30, 2025**

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## **TOWNSHIP GENERAL FUND**

<b>General Fund</b>	<b>OPENING BALANCE</b>	<b>\$142,585.76</b>
Deposits & interest		<b>\$267.69</b>
Disbursements		<b>\$7,034.11</b>
	<b>CLOSING BALANCE</b>	<b>\$135,819.34</b>
 <b>ARPA Fund</b>	 <b>OPENING BALANCE</b>	 <b>\$4,786.90</b>
Deposits & interest		<b>\$0.00</b>
Disbursements		<b>\$0.00</b>
	<b>CLOSING BALANCE</b>	<b>\$4,786.90</b>
 <b>ARPA PENDING</b>	 <b>OPENING BALANCE</b>	 <b>\$15,870.00</b>
Deposits & interest		<b>\$0.00</b>
Disbursements		<b>\$0.00</b>
	<b>CLOSING BALANCE</b>	<b>\$15,870.00</b>
 Total Available Funds - General Fund Checking		 <b>\$156,476.24</b>

## **TOWNSHIP ROAD FUND**

<b>Road Fund 1</b>	<b>OPENING BALANCE</b>	<b>\$132,640.39</b>
Deposits & interest		<b>\$27.25</b>
Disbursements		<b>\$0.00</b>
	<b>CLOSING BALANCE</b>	<b>\$132,667.64</b>

## **RUBBISH ASSESSMENT ACCOUNT**

<b>Rubbish Assessment Acc</b>	<b>OPENING BALANCE</b>	<b>\$122,184.55</b>
Deposits & interest		<b>\$25.11</b>
Disbursements		<b>\$0.00</b>
	<b>CLOSING BALANCE</b>	<b>\$122,209.66</b>

# ***GREENWOOD TOWNSHIP***

**LORIE FLIEGEL-TREASURER**

**TREASURERS STATEMENT OF ACCOUNTS AS OF APRIL 30, 2025**

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## **LILY LAKE ASSESSMENT ACCOUNT**

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<b>Lily Lake Assessment Account</b>	<b>OPENING BALANCE</b>	<b>\$26,131.99</b>
Deposits & interest		<b>\$0.00</b>
Disbursements		<b>\$0.00</b>
	<b>CLOSING BALANCE</b>	<b>\$26,131.99</b>
 <b>Lily Lake Assessment Contingency</b>	 <b>OPENING BALANCE</b>	 <b>\$3,800.00</b>
Deposits & interest		<b>\$0.00</b>
Disbursements		<b>\$0.00</b>
	<b>CLOSING BALANCE</b>	<b>\$3,800.00</b>
 <b>Lily Lake Assessment Sonar Reserve</b>	 <b>OPENING BALANCE</b>	 <b>\$5,700.00</b>
Deposits & interest		<b>\$0.00</b>
Disbursements		<b>\$0.00</b>
	<b>CLOSING BALANCE</b>	<b>\$5,700.00</b>
 <b>Total Available Funds - Lily Lake Checking</b>		 <b>\$35,631.99</b>

## **TOWNSHIP CD ACCOUNTS**

<b>Huntington Bank CD 1</b>	<b>CURRENT BALANCE</b>	<b>\$31,260.43</b>
matures 06/02/25		
<b>Huntington Bank CD 2</b>	<b>CURRENT BALANCE</b>	<b>\$38,949.03</b>
matures 07/31/25		
<b>Huntington Bank CD 3</b>	<b>CURRENT BALANCE</b>	<b>\$41,462.83</b>
matures 01/06/26		
<b>Isabella Bank CD</b>	<b>CURRENT BALANCE</b>	<b>\$60,474.18</b>
matures 07/29/25		
 <b>Total CD Funds</b>		 <b>\$172,146.47</b>

BILLS PAID REPORT FOR GREENWOOD TOWNSHIP, CLARE COUNTY - MAY 2025

Check Date	Bank	Check	Module	Vendor	Vendor Name	Description	Amount
<b>Bank GEN GENERAL FUND CHECKING</b>							
05/15/2025	GEN	DD233	HRMS	001	BROWNWYN ASPLUND		311.16
05/15/2025	GEN	DD234	HRMS	026	JANICE BOHLINGER		553.77
05/15/2025	GEN	DD235	HRMS	003	LESA BOSHEARS		92.35
05/15/2025	GEN	DD236	HRMS	032	LORIE FLIEGEL		966.87
05/15/2025	GEN	DD237	HRMS	007	GAIL GARRITY		381.49
05/15/2025	GEN	DD238	HRMS	008	RANDALL GORSKI		8.31
05/15/2025	GEN	DD239	HRMS	011	NANCY HOUSE		32.02
05/15/2025	GEN	DD240	HRMS	014	RACHEL MACKSON		1,403.82
05/15/2025	GEN	DD241	HRMS	015	JESSE J MCCLAUGHRY		910.13
05/15/2025	GEN	DD242	HRMS	023	TINA M WRIGHT		1,089.51
04/11/2025	GEN	3119	AP	MISC	LORIE ROLAND	REFUND HALL ROLAND	150.00
04/25/2025	GEN	3120	AP	239	SINGLE SOURCE	MAINTENANCE SUPPLIES	323.05
05/14/2025	GEN	3121	AP	ARTSY	ARTSY LANDSCAPING	CEMETERY CLEANUP	1,000.00
05/14/2025	GEN	3122	AP	061	CONS ENERGY CO	STREET LIGHT	93.67
05/14/2025	GEN	3123	AP	061	CONS ENERGY CO	TH ELECTRIC	240.96
05/14/2025	GEN	3124	AP	061	CONS ENERGY CO	LED STREET LIGHTS	27.91
05/14/2025	GEN	3125	AP	140	ISABELLA BK & TRUST	VARIOUS SOFTWARE AND CLERK SUPPLIES	309.26
05/14/2025	GEN	3126	AP	141	ISP MGT	INTERNET & VO IP	126.70
05/14/2025	GEN	3127	AP	OWENS PLU	OWENS PLUMBING	PLUMBING AND SOFTENER	175.00
05/15/2025	GEN	3128	HRMS	035	KELLIE BARDOUCHE		272.00
05/15/2025	GEN	3129	HRMS	002	NANCY BLAKEMORE		400.00
05/15/2025	GEN	3130	HRMS	029	NATHAN BLAKEMORE		255.00
05/15/2025	GEN	3131	HRMS	036	PATRICIA KARDIA		272.00
05/15/2025	GEN	3132	HRMS	016	CINDY MCGRAIN		110.50
05/15/2025	GEN	3133	HRMS	028	MARION WILLIAMS		323.00
Total GEN:							
(0 Checks Voided)							
Total of 25 Disbursements:							9,828.48
<b>Bank LILY LILY LAKE FUND CHECKING</b>							
05/14/2025	LILY	1185	AP	219	PLM	PERMIT AND PREPAY	20,400.00
Total LILY:							
(0 Checks Voided)							
Total of 1 Disbursements:							20,400.00
<b>Bank RUBB RUBBISH FUND CHECKING</b>							
05/14/2025	RUBB	1208	AP	GFL	GFL ENVIRONMENTAL	GFL JUNE-AUG	35,240.09
Total RUBB:							
(0 Checks Voided)							
Total of 1 Disbursements:							35,240.09
(0 Checks Voided)							
Total of 27 Disbursements:							65,468.57

**BUDGET REPORT FOR GREENWOOD TOWNSHIP, CLARE COUNTY**  
Calculations As of 05/31/2025



GL Number	Description	Original Budget	25-26 Amended Budget	25-26 Activity	25-26 % Budget Used
<b>Fund: 101 GEN FUND</b>					
000					
101-000-206.000	FIRE ASSESSMENT REVENUE	24,940	24,940		
101-000-402.000	CURRENT PROPERTY TAXES	53,000	53,000	3,793	7.16
101-000-404.000	SUMMER TAX COLLECTION	3,105	3,105		
101-000-412.000	DELINQUENT TAXES	3,820	3,820		
101-000-423.000	SWAMPLAND TAX	1,491	1,491		
101-000-445.000	PROPERTY TAX PENALTIES AND IN	450	450		
101-000-447.000	PROPERTY ADMINISTRATION FEE	15,078	15,078	1,466	9.72
101-000-477.000	CABLE FRANCHISE FEE	9,912	9,912		
101-000-480.000	LAND DIVISION FEES	100	100		
101-000-574.000	STATE SHARED REVENUES	118,536	118,536	19,672	16.60
101-000-604.000	CEMETERY FEES	1,400	1,400		
101-000-665.000	INTEREST REVENUE	6,993	6,993	700	10.01
101-000-667.000	HALL RENTAL	1,435	1,435	835	58.19
101-000-676.000	REIMBURSEMENTS	100	100		
101-000-680.000	FROM ARPA RESERVES	6,370	6,370		
Total 000:		246,730	246,730	26,466	10.73
101					
101	TOWNSHIP BOARD	31,321	31,321	950	3.03
Total 101:		(31,321)	(31,321)	(950)	3.03
171					
171	SUPERVISOR	12,024	12,024	935	7.78
Total 171:		(12,024)	(12,024)	(935)	7.78
214					
214	CONTINGENCY	3,672	3,672		
Total 214:		(3,672)	(3,672)	0	0.00
215					
215	CLERK	21,403	21,403	1,732	8.09
Total 215:		(21,403)	(21,403)	(1,732)	8.09
223					
223	ACCOUNTING/AUDIT	5,500	5,500		
Total 223:		(5,500)	(5,500)	0	0.00
247					
247	BOARD OF REVIEW	5,129	5,129		
Total 247:		(5,129)	(5,129)	0	0.00
253					
253	TREASURER	25,411	25,411	1,029	4.05
Total 253:		(25,411)	(25,411)	(1,029)	4.05
257					
257	ASSESSOR	17,236	17,236	1,346	7.81
Total 257:		(17,236)	(17,236)	(1,346)	7.81
262					
262	ELECTIONS	4,030	4,030	2,749	68.21
Total 262:		(4,030)	(4,030)	(2,749)	68.21
265					
265	TOWNSHIP HALL	17,875	17,875	962	5.38
Total 265:		(17,875)	(17,875)	(962)	5.38
266					
266	ATTORNEY	2,000	2,000		
Total 266:		(2,000)	(2,000)	0	0.00
301					

BUDGET REPORT FOR GREENWOOD TOWNSHIP, CLARE COUNTY  
Calculations As of 05/31/2025



GL Number	Description	Original	25-26 Budget	Amended	25-26 Budget	25-26 Activity	% Budget	25-26 Used
<b>Fund: 101 GEN FUND</b>								
301								
301	SHERIFF		6,000		6,000			
Total 301:			(6,000)		(6,000)	0		0.00
336								
336	FIRE		54,843		54,843			
Total 336:			(54,843)		(54,843)	0		0.00
446								
446	ROADS AND ST LIGHTS		1,800		1,800	257		14.28
Total 446:			(1,800)		(1,800)	(257)		14.28
450								
450	ROAD IMPROVEMENTS		9,370		9,370			
Total 450:			(9,370)		(9,370)	0		0.00
567								
567	CEMETERY		10,710		10,710	1,102		10.29
Total 567:			(10,710)		(10,710)	(1,102)		10.29
601								
601	MAINTENANCE RESERVE		10,000		10,000			
Total 601:			(10,000)		(10,000)	0		0.00
906								
906	INSURANCE/BONDS		8,406		8,406			
Total 906:			(8,406)		(8,406)	0		0.00
<b>Fund 101 - GEN FUND:</b>								
TOTAL ESTIMATED REVENUES			246,730		246,730	26,466		10.73
TOTAL APPROPRIATIONS			246,730		246,730	11,062		4.48
NET OF REVENUES & APPROPRIATIONS:			0		0	15,404		

BUDGET REPORT FOR GREENWOOD TOWNSHIP, CLARE COUNTY  
Calculations As of 05/31/2025



GL Number	Description	Original	25-26 Budget	Amended	25-26 Budget	25-26 Activity	% Budget	25-26 Used
<b>Fund: 204 ROAD IMPROVEMENT FUND</b>								
000								
204-000-401.000	CURRENT PROPERTY TAXES		109,673		109,673	9,257		8.44
204-000-405.000	METRO & COMM STAB		5,534		5,534			
204-000-412.000	DELINQUENT TAXES		9,323		9,323			
204-000-665.000	INTEREST REVENUE		344		344	27		7.85
Total 000:			124,874		124,874	9,284		7.43
446								
446	ROADS AND ST LIGHTS		86,800		86,800			
Total 446:			(86,800)		(86,800)	0		0.00
<b>Fund 204 - ROAD IMPROVEMENT FUND:</b>								
TOTAL ESTIMATED REVENUES			124,874		124,874	9,284		7.43
TOTAL APPROPRIATIONS			86,800		86,800	0		0.00
NET OF REVENUES & APPROPRIATIONS:			38,074		38,074	9,284		



BUDGET REPORT FOR GREENWOOD TOWNSHIP, CLARE COUNTY  
Calculations As of 05/31/2025



GL Number	Description	Original	25-26 Budget	Amended	25-26 Budget	25-26 Activity	% Budget	25-26 Used
<b>Fund: 220 LILY LAKE IMPROVEMENT FUND</b>								
000								
220-000-412.001	DELINQUENT ASSESSMENTS		3,063		3,063			
220-000-451.000	SPECIAL ASSESSMENT REVENUE		38,294		38,294	3,063		8.00
Total 000:			41,357		41,357	3,063		7.41
570								
570	LILY LAKE		31,700		31,700	20,400		64.35
Total 570:			(31,700)		(31,700)	(20,400)		64.35
<b>Fund 220 - LILY LAKE IMPROVEMENT FUND:</b>								
TOTAL ESTIMATED REVENUES			41,357		41,357	3,063		7.41
TOTAL APPROPRIATIONS			31,700		31,700	20,400		64.35
NET OF REVENUES & APPROPRIATIONS:			9,657		9,657	(17,337)		

BUDGET REPORT FOR GREENWOOD TOWNSHIP, CLARE COUNTY  
Calculations As of 05/31/2025



GL Number	Description	Original	25-26 Budget	Amended	25-26 Budget	25-26 Activity	% Budget	25-26 Used
<b>Fund: 226 RUBBISH COLLECTION FUND</b>								
000								
226-000-412.001	DELINQUENT ASSESSMENTS		23,533		23,533			
226-000-451.000	SPECIAL ASSESSMENT REVENUE		134,755		134,755	23,533		17.46
226-000-665.000	INTEREST REVENUE		266		266	25		9.40
Total 000:			158,554		158,554	23,558		14.86
528								
528	RUBBISH		150,300		150,300	35,240		23.45
Total 528:			(150,300)		(150,300)	(35,240)		23.45
<b>Fund 226 - RUBBISH COLLECTION FUND:</b>								
TOTAL ESTIMATED REVENUES			158,554		158,554	23,558		14.86
TOTAL APPROPRIATIONS			150,300		150,300	35,240		23.45
NET OF REVENUES & APPROPRIATIONS:			8,254		8,254	(11,682)		
<b>Report Totals:</b>								
TOTAL ESTIMATED REVENUES - ALL FUNDS			571,515		571,515	62,371		10.91
TOTAL APPROPRIATIONS - ALL FUNDS			515,530		515,530	66,702		12.94
NET OF REVENUES & APPROPRIATIONS:			55,985		55,985	(4,331)		

# CLARE CO EQUALIZATION

225 W MAIN STREET, HARRISON MI 48625

# INVOICE

**Date Due: June 30, 2025**

**SOLD TO:**  
GREENWOOD TOWNSHIP CLERK  
3447 W TEMPLE DR  
HARRISON MI 48625

"INVOICE NUMBER 101-000-608.226  
"INVOICE DATE 04/17/25  
"OUR ORDER NUMBER  
"YOUR ORDER NUMBER  
DUE DATE 6/30/2025  
"SALES REP EQUALIZATION  
"SHIPPED VIA  
"F.O.B.  
"PREPAID or COLLECT

**SHIPPED TO:**  
GREENWOOD TOWNSHIP

QUANTITY	DESCRIPTION	UNIT PRICE	SUBTOTAL	ENTER TOTAL DUE
PARCELS	<b>Maintenance/Service Contract - Choose Option Below</b>			
1,274	Option #1 Standard Service	Free	Free	
1,274	Option #2 GIS/Shapefiles only	\$500.00	\$500.00	
1,274	Option #3 Full Service with GIS	\$1.50	\$1,911.00	
***Additonal printing services will be invoiced at the time of service.				
	Return signed contract by June 1, 2025			
	Return this invoice with payment by June 30, 2025			
		<b>TOTAL AMOUNT DUE =</b>		

Questions concerning this invoice?

Call: TRACY BRUBAKER  
989-539-7894

**MAKE ALL CHECKS PAYABLE TO:**

CLARE COUNTY TREASURER  
P.O. BOX 564  
HARRISON MI 48625

**PAY THIS  
AMOUNT**



**CLARE COUNTY  
EQUALIZATION DEPARTMENT  
225 W MAIN ST  
HARRISON, MI 48625  
PHONE: 989-539-7894**

**CONTRACT FOR SERVICES THROUGH CLARE COUNTY EQUALIZATION AND  
\_\_\_\_\_ (LOCAL UNIT)**

On this \_\_\_\_\_ day of \_\_\_\_\_, 2025, the assessing district of \_\_\_\_\_, in Clare County, Michigan (hereinafter referred to as the "Local Unit") and the County of Clare, Michigan (hereinafter referred to as the "County") have mutually entered into this contract for services (the "Contract").

Whereas the Local Unit desires to obtain services from the County Equalization Department and agrees to pay the costs of such services as requested; and whereas the County, through the Equalization Department, is willing to provide assessment and tax preparation services to the Local Unit under terms and conditions as set forth in the Contract; and whereas, for the reasons cited above and in consideration of the mutual covenants stated herein, the Local Unit and County agrees as follows:

**Cost of Services –Options – July 1, 2025 to June 30, 2026**

An authorized representative of the Local Unit shall choose one (1) option from the following three (3) levels of Equalization services for the July 1, 2025 to June 30, 2026 period (mark  $\checkmark$  or X to select):

**\_\_\_\_\_ Option #1: Standard Services provided by Equalization –no fee**

Option #1 services are not associated with a fee because these services are in the normal course of business for an equalization department to perform their required studies and reporting.

- Maintenance of equalization database for property sales and transfers for the specific purpose of conducting annual Equalization Studies. Under these standard services, Equalization is not responsible for determining uncapping, percentage of interest transferred, or other issues impacting taxable value.
- Daily assistance, as needed, to assessors with assessment roll and property questions.
- Daily assistance providing basic information to taxpayers, realtors, title, mortgage and appraisal companies with information as prepared by Equalization. Such "basic information" does not include sketches, photos, or other information from the assessor's database.
- Processing of land division, property combinations, and property line adjustments. The County, **upon receipt** of authorized land divisions **including** application, maps, legal descriptions and surveys from the local unit assessor, will provide new parcel numbers for the parent and children if requested. Upon receipt of recorded deeds of new parcels without authorized land division approval from the local unit assessor, Equalization will notify the local unit assessor that appropriate action is needed.
- Upon request, a pre-equalization review of assessment roll and database will be conducted to assist in ensuring that starting numbers and ratio's meet minimum requirements prior to the mailing of assessment notices.
- Preparation of reports as required by law by Equalization to Board of Commissioners and State Tax Commission. Such service includes importing, reviewing and making recommendation of action concerning the local unit assessor's databases following March Board of Review.



## CONTRACT FOR SERVICES THROUGH CLARE COUNTY EQUALIZATION 2025-26

***\*\*All assessing/tax services are dependent upon assessor's database, tax, special assessments & required reports being turned in by deadline dates and cooperation with unit assessors and treasurers to balance for tax billing.***

An invoice for this contract is attached. Billing of additional services such as printing change notices, tax bills, personal property, assessment or tax rolls or third party services as noted above will be calculated and invoiced at the time of service.

The Local Unit of \_\_\_\_\_ hereby selects Option # \_\_\_\_\_ of service indicated above for the coming year. Please sign and return this Contract to the Clare County Equalization Department prior to June 1, 2025. Invoice included due by June 30, 2025 to Clare County Treasurer.

***\*\*Any unit that has not checked option #3 that requires consultations to properly balance in assessing or with tax and millage rates, tax tables, assistance with the L-4029 or any other requirements may be charged an hourly consultation fee of \$50.00 (1 hour minimum) in equality for units that have paid for this service. An invoice will be mailed at the time of service.***

**Equalization is requiring a backup from all units prior to March Board of Review regardless of option chosen on contract.**

Signed:

Date: \_\_\_\_\_

\_\_\_\_\_  
Authorized Local Unit Representative

Printed Name & Title: \_\_\_\_\_

Date: 4/10/25

Tracy Brubaker  
Tracy Brubaker, Deputy Equalization Director

Date: 4-16-25

George Gilmore  
George Gilmore, Chairperson, Clare County Board of Commissioners