



# COHOCTAH TOWNSHIP BOARD MEETING

April 11, 2024 at 7:00 PM

Township Hall | Fowlerville, Michigan

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*The Township will provide necessary reasonable auxiliary aids and services to individuals with disabilities at the meeting upon 72 hour advance notice by contacting Barb Fear, Township Clerk, by email: [bfearclerk@gmail.com](mailto:bfearclerk@gmail.com), phone: (517) 546-0655, or mail: 10518 N Antcliff Rd Fowlerville MI 48836.*

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## AGENDA

### CALL TO ORDER

### AGENDA APPROVAL

### CONSENT AGENDA

- [1.](#) Minutes 03-14-2024
- [2.](#) Treasurer's Report
- [3.](#) Expenditures

### CALL TO THE PUBLIC

### UNFINISHED BUSINESS

- Road Commission
- Howell Fire Authority
- Hall
- Cemetery
- Parks and Recreation

### NEW BUSINESS

- [4.](#) Text My Gov Software
- [5.](#) Large Item Day

### REPORTS

- Zoning Board of Appeals
- Planning Commission
- Violations and Complaints

### CALL TO THE PUBLIC

**NEXT REGULAR MEETING DATE - MAY 9, 2024**

### ADJOURN



# COHOCTAH TOWNSHIP BOARD MEETING

March 14, 2024 at 7:00 PM

Township Hall | Fowlerville, Michigan

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## MINUTES

### CALL TO ORDER

The meeting was called to order at 7:00pm with the Pledge of Allegiance.

PRESENT: Barb Fear, Phil Charette, Mark Fosdick, Tami Bock, Mark Torigian

### AGENDA APPROVAL

Motion made by Torigian, Seconded by Charette to approve the agenda with the addition of New Business, 16. Chloride Solutions Contract. Voting Yea: Fear, Charette, Fosdick, Bock, Torigian, motion carried.

### CONSENT AGENDA

Motion made by Torigian, Seconded by Bock to approve the Consent Agenda as presented. Voting Yea: Fear, Charette, Fosdick, Bock, Torigian, motion carried.

1. Minutes 02-08-2024
2. Treasurer's Report March
3. Expenditures
4. Budget Workshop Minutes

### CALL TO THE PUBLIC

Public comments were received.

### UNFINISHED BUSINESS

5. Produce Stand

Motion made by Bock, Seconded by Torigian to approve the Produce Stand with a contract signed with conditions outlined by the Planning Commission.

Voting Yea: Fear, Charette, Fosdick, Bock, Torigian, motion carried.

### Road Commission

No report.

**Howell Fire Authority**

No report.

**Hall**

Report given.

**Cemetery**

No report.

**Parks and Recreation**

Report given.

**NEW BUSINESS**

6. Recreation Plan

Motion made by Torigian, Seconded by Charette to forward the Recreation Plan to the Planning Commission to review and draft an updated plan.

Voting Yea: Fear, Charette, Fosdick, Bock, Torigian, motion carried.

7. Quarterly Budget Review

Motion made by Torigian, Seconded by Charette to move \$55,000 from Unallocated to Contingencies. Voting Yea: Fear, Charette, Fosdick, Bock, Torigian, motion carried.

Motion made by Torigian, Seconded by Bock to rescind the previous motion.

Voting Yea: Fear, Charette, Fosdick, Bock, Torigian, motion carried.

Motion made by Torigian, Seconded by Charette to move \$60,000 from Unallocated to Contingencies.

Voting Yea: Fear, Charette, Fosdick, Bock, Torigian, motion carried.

Motion made by Bock, Seconded by Torigian to move \$91,000 from Contingencies, \$1,000 to Deferred Comp and \$90,000 to Trash Pick Up.

Voting Yea: Fear, Charette, Fosdick, Bock, Torigian, motion carried.

8. Budget Approval- Fee Schedule

Motion made by Torigian, Seconded by Charette to adopt the 2024/2025 fee schedule as discussed at the 02/29/2024 meeting to be effective 04/01/2024. Voting Yea: Fear, Charette, Fosdick, Bock, Torigian, motion carried.

9. Budget Approval- Salaries and Wages

Motion made by Torigian, Seconded by Charette to approve the 2024/2025 Salaries and Wages as discussed at the 02/29/2024 meeting to be effective 04/01/2024. Voting Yea: Fear, Charette, Fosdick, Bock, Torigian, motion carried.

10. Budget Approval- Revenues

Motion made by Torigian, Seconded by Fear to approve the 2024/2025 Revenues schedule as discussed at the 02/29/2024 meeting to be effective 04/01/2024. Voting Yea: Fear, Charette, Fosdick, Bock, Torigian, motion carried.

11. Budget Approval- General Fund Budget

Motion made by Torigian, Seconded by Charette to approve the General Fund Budget as discussed at the 02/29/2024 meeting to be effective 04/01/2024.

Voting Yea: Fear, Charette, Fosdick, Bock, Torigian, motion carried.

12. Budget Approval- Road Fund Budget

Motion made by Torigian, Seconded by Bock to approve the 2024/2025 Road Fund Budget schedule as discussed at the 02/29/2024 meeting to be effective 04/01/2024. Voting Yea: Fear, Charette, Fosdick, Bock, Torigian, motion carried.

Motion made by Torigian, Seconded by Bock to approve the Contract for Byron Rd to Lovejoy in the amount of \$148,000, and to authorize Supervisor Fosdick to obtain a quote for Gannon Rd to Betterly and approve if less than \$152,000.

Voting Yea: Fear, Charette, Fosdick, Bock, Torigian, motion carried.

13. Budget Approval- Capital Improvement Fund

Motion made by Torigian, Seconded by Charette to approve the 2024/2025 Capital Improvement Fund Budget as discussed at the 02/29/2024 meeting to be effective 04/01/2024. Voting Yea: Fear, Charette, Fosdick, Bock, Torigian, motion carried.

14. Park and Cemetery Mowing Bids

Motion made by Torigian, Seconded by Charette to accept the bid from Sprungtown Outdoor Services for the 2024 season. A contract will be created with performance guidelines. The Township will be able to revoke the contract at anytime if expected performance is not achieved. Voting Yea: Fear, Charette, Fosdick, Bock, Torigian, motion carried.

15. Resolution supporting Citizens for Local Choice

Motion made by Torigian, Seconded by Charette to adopt the Resolution Opposing Public Act 233 Preempting Local Control Over Local Land Uses.

Voting Yea: Fear, Charette, Fosdick, Bock, Torigian, motion carried.

16. Chloride Solutions Contract- Motion made by Torigian, Seconded by Bock to approve the Chloride Solutions contract as presented. Voting Yea: Fear, Charette, Fosdick, Bock, Torigian, motion carried.

## REPORTS

### Zoning Board of Appeals

Verbal report given.

### Planning Commission

Verbal report given.

**Violations and Complaints**

Verbal report given.

**CALL TO THE PUBLIC**

None.

**NEXT REGULAR MEETING DATE - APRIL 11, 2024****ADJOURN**

There being no further business the meeting was adjourned at 8:46pm.

<b>TAMI BOCK</b>			
<b>COHOCTAH TOWNSHIP TREASURER</b>			
<b>10518 ANTCLIFF ROAD</b>			
<b>FOWLerville MI 48836</b>			
<b>517-546-0655</b>			
Apr 2024			
RECEIPTS			
	REVENUE SHARING	\$	57,860.00
	DELINQUENT TAX	\$	659.97
	INTEREST	\$	2,512.45
	TRASH PICK UP	\$	100.00
	LOCAL COMM STAB	\$	1,995.29
	BURIALS	\$	800.00
	TAXES	\$	18,312.26
	RENTAL	\$	600.00
	LAND USE	\$	1,150.00
	OTHER REV	\$	10,744.61
	<b>RECEIPTS TOTAL</b>	<b>\$</b>	<b>94,734.58</b>
	CASH ACCOUNT ENDING BALANCE	\$	634,902.24
	THE STATE BANK	\$	206,778.00
	FLAGSTAR CD	\$	115,481.00
	PNC BANK	\$	117,060.00
	HUNTINGTON CD	\$	174,173.00
	GENERAL FUND BALANCE	\$	1,248,394.24
	TRUST AND AGENCY BALANCE	\$	7,050.00
	CAPITAL IMPROVEMENT FUND	\$	223,887.00
	ROAD FUND ENDING BALANCE	\$	146,129.66
	ARPA FUND	\$	75,749.69

<b>EXPENDITURES - APRIL 2024</b>			
JMR MASONRY		\$	3,762.00
PRINTING SYSTEMS		\$	80.78
GRANGER		\$	24,010.60
CONSUMERS		\$	702.55
FOSTER/SWIFT		\$	370.50
CIVIC PLUS		\$	3,650.00
LIV CTY TREASURER		\$	3.04
LIV CTY PRESS		\$	260.00
CHASE CREDIT CARD		\$	576.67
SPRUNGTOWN OUTDOOR		\$	140.00
DEIDRE BRUNNER		\$	100.00
BRIAN BROWN		\$	25.00
SUE EDMONDS		\$	25.00
LARISSA LINCOLN		\$	25.00
S BRONSBURG		\$	70.35
A HODGE		\$	65.95
T BOCK		\$	21.44
B FEAR		\$	55.46
D BURDEN		\$	105.19
<b>SUB TOTAL</b>		<b>\$</b>	<b>34,049.53</b>
T BOCK		\$	1,852.34
D BURDEN		\$	196.82
M FOSDICK		\$	1,678.50
K THURNER			\$ 67.88
C GARBER		\$	2,398.33
B FEAR		\$	2,258.29
T LITZ		\$	329.70
L DAVENPORT		\$	277.05
J BLACK		\$	22.03
S BRONSBURG		\$	1,340.03
MERS		\$	1,061.48
W/H		\$	3,360.17
BENEPAY		\$	66.19
<b>SUB TOTAL</b>		<b>\$</b>	<b>14,840.93</b>
<b>TOTAL GENERAL FND</b>		<b>\$</b>	<b>48,890.46</b>
<b>ROAD FUND</b>		<b>\$</b>	<b>-</b>
<b>TOTAL EXPENDITURES</b>		<b>\$</b>	<b>48,890.46</b>

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WWW.TEXTMYGOV.COM



TextMyGov

# PROPOSAL

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DATE: 03/12/2024

**PREPARED FOR:**  
Cohoctah Township  
10518 Antcliff Rd., Fowlerville, MI 48836

**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: Cohoctah Township

<b>Feature</b>	<b>Solution</b>
<i>Find Information</i>	<ul style="list-style-type: none"><li>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.</li></ul>
<i>Report Issues</i>	<ul style="list-style-type: none"><li>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.</li><li>Residents can include images in of issues reported</li></ul>
<i>Send Alerts/Notifications</i>	<ul style="list-style-type: none"><li>Send alerts/notifications from emergencies to events. Municipalities using TextMyGov can send their citizens alerts or notifications with a few clicks.</li><li>Manage complaints</li><li>Notify residents of office hours, certain ordinances, and land use applications</li><li>Send out tax reminders and managing election notices</li></ul>
<i>Demo Recording</i>	<ul style="list-style-type: none"><li><a href="#">View Zoom Meeting Here</a></li></ul>

## COST BREAKDOWN

This quote represents a subscription to TextMyGov with an initial TERM of Two-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](http://www.TextMyGov.com/terms)  
HYPERLINK <http://www.textmygov.com/terms>

<i>Package Details</i>	<i>Price</i>	<i>Billing</i>
<b>TextMyGov:</b> <ul style="list-style-type: none"><li>• <i>TextMyGov web-based software</i></li><li>• <i>Local phone number</i></li><li>• <i>Short code number (outgoing messages)</i></li><li>• <i>Unlimited users &amp; departments</i></li><li>• <i>Unlimited support for every user</i></li><li>• <i>10 GB manage online data storage</i></li><li>• <i>25,000 Text messages per year</i></li></ul>	\$3,800.00	Annual
<i>Implementation/Setup Fee</i>	\$1,900.00	One Time
<i>First year total</i>	\$5,700.00	Year one
<i>Total recurring</i>	\$3,800.00	Annual

## TERMS

- This is a Two-Year term.
- After the initial Two-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 for 30-days
- **Customer is required to provide a copy of W-9**

# ADDITIONAL SERVICES

<i>Additional Services</i>	<i>Price</i>	<i>Billing</i>
<b>Enhanced Media &amp; Care Package</b> <ul style="list-style-type: none"> <li>Marketing material and expert implementation to promote and optimize TextMyGov, see us here for additional information: <a href="#">Enhance Media Package</a></li> </ul>	Price is based on population- See Account Executive for details.	Annual
<b>Additional Storage</b> <ul style="list-style-type: none"> <li>100 GB of additional storage.</li> </ul>	\$250 per unit	Annual
<b>Additional Text Messages</b> <ul style="list-style-type: none"> <li>25,000</li> <li>50,000</li> <li>100,000</li> </ul>	\$300 \$550 \$750	Annual
<b>Database</b> <ul style="list-style-type: none"> <li>Database of your local residence to improve citizen engagement</li> <li>Database might have been quoted in the original quote. See your package breakdown for details</li> </ul>	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 6am5pm 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).*

TEXTMYGOV PROPOSAL

# 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. \*\*

The background features a white space on the left and a large green triangle on the right. A black triangle is positioned at the bottom, overlapping the white space. A white diagonal line separates the green triangle from the black triangle. A vertical green bar is on the far left edge.

# TextMyGov

Cohoctah Township, MI

TEXTMYGOV FOR  
**COHOCTAH**  
**TOWNSHIP, MI**

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



# Key Features



- Residents can text about where can i come pay my taxes and election questions.
- Alert geo-locations for road closures and other area specific notifications
- 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



**TextMyGov** X

**Receive township  
text notifications!**

Text: "SJCTOWNSHIP"  
to 91896

[Opt-in](#)

This is a black rounded rectangular notification with a green speech bubble logo at the top left and a close button (X) at the top right. It contains white text and a green button.



**TextMyGov**™ X

*Village of Vicksburg*

**Text the village to  
find information  
and report issues!**

*Try it today,  
Text "Hi" to 269.257.2557*

[Learn More](#)

Bill Pay

Events

Permits

Parks

Contact

News

Water

Social District

This is a promotional graphic for TextMyGov. It features a smartphone on the left displaying a list of services: Bill Pay, Events, Parks, News, Social District (green speech bubbles) and Permits, Contact, Water (grey speech bubbles). To the right of the phone is a white box with the TextMyGov logo, a close button, the text 'Village of Vicksburg', a bold headline, a call to action, and a 'Learn More' button. The background is a scenic view of trees with autumn foliage.

# LARGE ITEM TRASH DAY

**SATURDAY May 4, 2024**

**8AM to NOON**

**COHOCTAH TOWNSHIP PARK**

**At the corner of Allen Rd. and Preston Rd.**

**Plan to enter off Allen Rd.**

The purpose is to allow Cohoctah residents to dispose of old appliances, furniture, tires and other items too large for regular trash service. (Note: broken concrete, rocks, propane tanks, batteries, barrels and cans with paint cannot be taken.)

Appliances with Freon will be accepted, but we must charge \$20 for each in order to properly dispose of them.

*There is no charge to residents for other items.*

In order to make the process faster, please try to organize your loads so that metal items are separated and put on the back of your load so that they can be taken off first.

**QUESTIONS? PLEASE CALL**

**517-546-0655**