



COHOCTAH TOWNSHIP BOARD MEETING

August 14, 2025 at 7:00 PM

Township Hall | Fowlerville, Michigan

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, phone: (517) 546-0655, or mail: 10518 N Antcliff Rd Fowlerville MI 48836.

AGENDA

CALL TO ORDER

AGENDA APPROVAL

CONSENT AGENDA

- [1.](#) Minutes 07-10-2025
- [2.](#) Treasurer's Report
- [3.](#) Expenditures

CALL TO THE PUBLIC

UNFINISHED BUSINESS

4. Quarterly Budget Review

Road Commission

Howell Fire Authority

Hall

5. Painting of Hall

Cemetery

Parks and Recreation

NEW BUSINESS

- [6.](#) Early Voting Agreement Renewal
- [7.](#) L-4029 Tax Rate Request
8. Planning Commission Appointments
9. Zoning Board of Appeals Appointments
- [10.](#) Auditing Contract Renewal
11. Security Camera's

REPORTS

Zoning Board of Appeals

Planning Commission

Violations and Complaints

CALL TO THE PUBLIC

NEXT REGULAR MEETING DATE - SEPTEMBER 11, 2025

ADJOURN



COHOCTAH TOWNSHIP BOARD MEETING

July 10, 2025 at 7:00 PM

Township Hall | Fowlerville, Michigan

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, phone: (517) 546-0655, or mail: 10518 N Antcliff Rd Fowlerville MI 48836.

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

CONSENT AGENDA

1. Minutes 06-12-2025
2. Treasurer's Report
3. Expenditures
4. Minutes Special Meeting 06-11-2025
5. Minutes Closed Session 06-11-2025

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

CALL TO THE PUBLIC

Public comment received.

UNFINISHED BUSINESS

Road Commission

Verbal report given.

Howell Fire Authority

No report.

Hall

Motion made by Torigian, Seconded by Charette to accept the tree removal bid from Clark Stump Grinding and Land Clearing. Voting Yea: Charette, Fosdick, Torigian, motion carried.

Fear and Bock abstained from voting.

Cemetery

No report.

Parks and Recreation

Verbal report given.

NEW BUSINESS

6. Quarterly Budget Review

Moved to the August meeting.

7. Planning Commission Appointment

Motion made by Fosdick, Seconded by Torigian to appoint Ken Carmack to the Planning Commission due to the resignation of Christine DeFrancisco with the term ending 08/26. Voting Yea: Fear, Charette, Fosdick, Bock, Torigian, motion carried.

Motion made by Fosdick, Seconded by Torigian to appoint Chrissy DeFrancisco to the Zoning Board of Appeals with the term ending 08-25.

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

8. Signs for Small Businesses

9. Community Sound Assessment Agreement - Solar Farm

Motion made by Torigian, Seconded by Charette to approve a contract with K&S Engineering for a Sound Assessment. The Supervisor is authorized to sign an agreement with Conway Township. Voting Yea: Fear, Charette, Fosdick, Bock, Torigian, motion carried.

REPORTS

Zoning Board of Appeals

No report.

Planning Commission

Verbal Report given.

Motion made by Bock, Seconded by Torigian to allow the Supervisor to hire a videographer for the July 16, 2025 Public Hearing not to exceed \$200. Voting Yea: Fear, Charette, Fosdick, Bock, Torigian, motion carried.

Violations and Complaints

Verbal report given.

CALL TO THE PUBLIC

No public comment.

NEXT REGULAR MEETING DATE - AUGUST 14, 2025

ADJOURN

There being no further business, the meeting was adjourned at 7:45pm.

TAMI BOCK			
COHOCTAH TOWNSHIP TREASURER			
10518 ANTCLIFF ROAD			
FOWLerville MI 48836			
517-546-0655			
			Jul 2025
RECEIPTS			
	REVENUE SHAR		\$ 57,151.00
	BURIAL SVC		\$ 1,780.40
	INTEREST		\$ 6.99
	TRASH PICK UP		\$ 95,732.00
	BARN RENTAL		\$ 200.00
	OTHER REV		\$ 389.50
	PARK		\$ 320.00
	LAND USE		\$ 450.00
	FRANCHISE FEES		\$ 1,430.38
	PARADE DONATION		\$ 100.00
	RECEIPTS TOTAL		\$ 157,560.27
	CASH ACCOUNT ENDING BALANCE		\$ 520,571.32
	CHOICEONE BANK		\$ 521,440.23
	PNC BANK		\$ 122,062.44
	GENERAL FUND BALANCE		\$ 1,164,073.99
	TRUST AND AGENCY BALANCE		\$ 7,050.00
	CAPITAL IMPROVEMENT FUND		\$ 231,415.68
	ROAD FUND ENDING BALANCE		\$ 43,800.55
	ARPA FUND		\$ 75,749.69

EXPENDITURES - AUGUST 2025			
CONSUMERS ENERGY		\$ 604.84	
BLACKROCK TECHNOLOGIES		\$ 500.00	
HART INTERCIVIC		\$ 1,368.00	
GRANGER		\$ 21,054.00	
FOSTER SWIFT		\$ 5,549.50	
IVSCOMM INC		\$ 125.00	
HARTMAN SEPTIC		\$ 300.00	
TAD WHEELER		\$ 260.00	
SPRUNGTOWN OUTDOOR SVC		\$ 5,695.00	
SPICER GROUP		\$ 7,539.25	
HANDY TOWNSHIP		\$ 520.00	
ECONOPRINT		\$ 561.41	
CARLISLE/WORTMAN		\$ 1,190.00	
PFEFFER HANNIFORD AND PALKA		\$ 7,800.00	
COHOCTAH TOWNSHIP		\$ 1,572.49	
LIV CTY PRESS AND ARGUS		\$ 84.90	
CHASE		\$ 3,627.55	
LIVINGSTON COUNTY SHERIFF		\$ 4,480.00	
CIVICPLUS		\$ 960.00	
K&S ENGINEERS		\$ 2,340.00	
FRED BOND		\$ 75.00	
MICHIGAN DEPT OF TREASURY		\$ 63,496.73	
AMC ENVIRONMENTAL		\$ 4,510.00	
BRADLEY GOODRICH		\$ 40.00	
T BOCK		\$ 46.20	
A KOZAK		\$ 178.50	
S BRONSBURG		\$ 106.40	
BFEAR		\$ 73.50	
SUB TOTAL		\$ 134,658.27	
T BOCK		\$ 2,513.12	
A KOZAK		\$ 456.63	
A HODGE		\$ 436.09	
S BRONSBURG		\$ 1,437.08	
K THURNER			\$ 279.36
J ARMSTRONG		\$ 64.16	
C DAMON		\$ 79.18	
P MCCLOREY		\$ 88.10	
K CARMACK		\$ 158.58	
C BEACH		\$ 304.75	
J BUTTERMORE		\$ 383.23	
P CHARETTE		\$ 625.86	
M CICAN		\$ 249.35	
C DEFRANCISCO		\$ 79.28	
K ENGEL		\$ 158.58	
S NEWTON		\$ 237.86	
M TORIGIAN		\$ 701.86	
M FOSDICK		\$ 1,816.05	
J BLACK		\$ 154.17	
B FEAR		\$ 2,291.46	
C GARBER		\$ 2,402.87	
T LITZ		\$ 734.59	
C WOLVERTON		\$ 220.90	
MERS		\$ 2,404.67	
W/H		\$ 4,700.76	
BENEPAY		\$ 72.08	
SUB TOTAL		\$ 22,771.26	
TOTAL GENERAL FND		\$ 157,429.53	
CHLORIDE SOLUTIONS		\$ 41,340.69	
ROAD FUND		\$ 41,340.69	
TOTAL EXPENDITURES		\$ 198,770.22	

MODEL¹ AGREEMENT FOR ELECTION SERVICES
BETWEEN THE CITY OF HOWELL, HOWELL TOWNSHIP AND COHOCTAH TOWNSHIP in LIVINGSTON
COUNTY

This Municipal Joint Early Voting Site Agreement (the “Agreement”) is made between The City of Howell, 611 E. Grand River, Howell, MI. 48843, Howell Township, 3525 Byron Rd. Howell, MI. 48855, and Cohoctah Township, 10518 Antcliff Rd. Fowlerville, MI. 48836. In this Agreement, each municipality will be represented by their respective clerk in their official capacity. The municipalities may be referred to individually as a “party” and jointly as “parties”.

PURPOSE OF THE AGREEMENT. The municipalities enter into this Agreement pursuant to Article II, Section 4(m) of the Michigan Constitution of 1963 and the Michigan Election Law, 1954 Public Act 116, MCL 168.720a *et seq.*, for the purpose of operating a joint early voting site.

Name of municipality	Number of precincts in municipality	Number of registered electors in municipality
City of Howell	3	8,042
Howell Township	3 (2 Splits)	6,498
Cohoctah Township	1 (3 Splits)	2,841

1. **DEFINITIONS.** The following words and expressions used throughout this Agreement, whether used in the singular or plural, shall be defined, read, and interpreted as follows:
 - 1.1 **Agreement** means the terms and conditions of this Agreement and any other mutually agreed to written and executed modification, amendment, exhibit, and attachment to this Agreement.
 - 1.2 **Coordinator** means the individual designated by the clerks of the municipalities and identified as the individual responsible for providing oversight to ensure sufficient resources are available and timely dispatched to each early voting site and monitoring the administrative requirements of early voting for the participating municipalities.
 - 1.3 **Early Voting Plan** means the document and any addenda to the document outlining the manner in which early voting will be provided in a county or municipality, as described in MCL 168.720a *et seq.* The requirements of an early voting plan are described in MCL 168.720h(3).
 - 1.4 **Election Services** encompasses the following individual Election Services provided by either municipality’s Elections Division, if applicable:
 - 1.5 **Legislative Body of the Municipality** means the city or township council elected or appointed and serving in the municipality.
 - 1.6 **Municipality** means any participating municipality, which are entities created by state or local authority or which are primarily funded by or through state or local authority, including, but not limited to, their council, Board, departments, divisions, elected and

¹ The Bureau of Elections has published this Model Agreement for a joint early voting site, as required by MCL 168.720d. Jurisdictions may add, remove, or modify language in this Agreement and should consult their own counsel in developing and signing any agreement regarding a joint early voting site.

appointed officials, directors, board members, council members, commissioners, authorities, committees, employees, agents, subcontractors, attorneys, volunteers, and/or any such persons' successors.

1.7 **QVF** means the Qualified Voter File as described in MCL 168.509m.

1.8 **QVF Controller** means the individual appointed by the county clerk and identified as the Qualified Voter File (QVF) administrator of early voting information within the QVF.

1.9 **Site Supervisor** means the participating municipal clerk or a member of the county clerk's staff who shall act as supervisor for each day of early voting. The county clerk may appoint a different participating municipal clerk or member of the county clerk's staff to act as a supervisor for different days of early voting.

2. PARTIES TO AN AGREEMENT.

2.1 An Agreement may be entered into between two or more municipalities wholly or partially located within the same county.

2.2 A municipality located in multiple counties can only enter into an Agreement with municipalities within one of the counties in which the municipality is located.

3. SCOPE OF THE AGREEMENT.

3.1 The parties must decide among themselves and include in the Agreement the elections to which the Agreement applies. Early voting must be provided for all statewide and federal elections, but parties may extend early voting to non-statewide elections at their discretion.

4. COORDINATOR.

4.1 Deanna Robson will serve as coordinator of the joint early voting site and will be responsible for organizing and monitoring the administrative requirements, including staffing, of early voting for the participating municipalities.

4.1.1 In the event that that coordinator is unable to personally supervise and staff each early voting site on each day of early voting, the coordinator may designate early voting site supervisors to assist with the staffing and supervision of early voting.

4.2 If the coordinator becomes unavailable for any reason, the role will be filled in one of the following ways, as determined by the parties upon execution of this Agreement:

4.2.1 The clerks of the participating municipalities must determine the new coordinator among themselves and would submit a revised early voting plan to that effect to the Department.

4.2.2 Susie Jarson as backup coordinator, would assume the responsibilities of coordinator. If the backup coordinator is unavailable for any reason, the clerks of the participating municipalities would determine the new coordinator among themselves and would submit a revised early voting plan to that effect to the Department.

5. QVF CONTROLLER.

- 5.1** Susie Jarson will serve as the Qualified Voter File (QVF) administrator of early voting information within the QVF. The controller's duties will involve setting up the necessary voting regions, user access, and application access needed for the sites designated in the Agreement. The QVF controller must meet the security requirements of a QVF user. The QVF controller can be the same as the coordinator as long as the appropriate QVF training is completed.

6. APPROVAL OF EARLY VOTING SITES.

- 6.1** Pursuant to MCL 168.662, the Legislative Body in each municipality will designate as options at least one place and no more than two places that meet the requirements for an early voting site.
- 6.2** The clerks of the participating municipalities will select the joint early voting site or sites from those options.

7. APPOINTMENT OF ELECTION INSPECTORS.

- 7.1** Howell Township's board of election commissioners is responsible for the appointment of election inspectors.
- 7.2** At least 31 days before each statewide and federal election, the designated board will appoint for each early voting site at least 3 election inspectors and as many more as the board determines is required for the efficient, speedy, and proper conduct of the election.
- 7.3** The designated board will further designate one appointed election inspector from each early voting site as chairperson.
- 7.4** The selection of election inspectors will be governed by MCL 168.674.

8. APPROVAL OF EARLY VOTING HOURS.

- 8.1** Prior to the submission of an Agreement or early voting plan, the clerks of the participating municipalities will do all of the following:
- 8.1.1** For the nine early voting days guaranteed by the Constitution, decide among themselves the hours that early voting will be provided at the approved joint early voting site or sites and include those hours in this Agreement.
- 8.1.2** For any dates or hours beyond the dates and hours guaranteed by the Constitution, decide the days and hours that early voting will be provided at the joint early voting site or sites and include those days and hours in this Agreement.
- 8.1.3** Indicate whether the days and hours specified in this Agreement apply to all elections or only to statewide and federal elections.

9. NOTICE OF EARLY VOTING HOURS.

- 9.1** Not less than 45 days before Election Day, the clerk of each participating municipality will give public notice of the dates and hours for early voting at the joint early voting site or sites by posting of the notice on each municipality's website and any other publication or posting the clerk considers advisable.

10. BUDGET AND COST SHARING.

10.1 Prior to the submission of an Agreement or early voting plan, the clerks of the participating municipalities will produce a proposal for the early voting budget and cost sharing and chargeback procedures and enter the terms here. Examples of budget, cost-sharing and chargeback procedures are as follows:

10.1.1 Make each municipality responsible for the fraction of costs corresponding to the fraction of registered voters in the Qualified Voter File for each municipality's jurisdiction.

10.1.2 Share the costs equally among the participating municipalities.

10.1.3 An alternate cost-sharing option agreed upon by the clerks of the participating municipalities.

We jointly agree to follow **10.1.2** to equally share the cost among our three municipalities.

11. STAFFING AND SUPERVISION

11.1 The coordinator is responsible for ensuring adequate staffing and supervision at early voting sites including selection of the site supervisor who oversees a specific early voting site(s).

11.2 The site supervisor shall operate in the same manner and have the same authority as a municipal clerk operates in an election day polling place.

11.3 The site supervisors for early voting sites must be listed in the attached Exhibit B.

12. TABULATORS AND EARLY VOTING POLL BOOK LAPTOPS AT EARLY VOTING SITE(S).

12.1 Prior to the submission of an Agreement or Early Voting Plan, the clerks of the participating municipalities will do all of the following:

12.1.1 Determine the number of tabulators and early voting poll book laptops or other voting equipment that are necessary at each early voting site.

12.1.2 Determine which municipality will provide the tabulators and early voting poll book laptops or other voting equipment.

12.1.3 The City of Howell's board of election commissioners is responsible for conducting testing of the electronic voting equipment.

12.2 The coordinator will be responsible for taking necessary steps to set up the early voting poll book and early voting poll book laptops.

12.2.1 If the coordinator is not a clerk, the clerks of the participating municipalities must decide among themselves which clerk is responsible for taking the necessary steps to set up the early voting poll book and early voting poll book laptops.

12.3 Tabulators and early voting poll book laptops used at each joint early voting site must be configured in one of the ways set forth in MCL 168.720j(5).

13. CLOSING PROCEDURES DURING EARLY VOTING AND ON ELECTION DAY

- 13.1 During Early Voting, the coordinator must ensure compliance with the closing procedures described in MCL 168.720j(8) and 720j(9) and any instructions issued by the Secretary of State
- 13.2 During Early Voting, the coordinator must ensure that specified election materials are secured in compliance with MCL 168.720j(10) and any instructions issued by the Secretary of State.
- 13.3 At the conclusion of Election Day, the coordinator must ensure compliance with the closing procedures described in MCL 168.720j(11) and any instructions issued by the Secretary of State.

14. CANVASS OF EARLY VOTE RETURNS AND REPORTING OF EARLY VOTING RESULTS

- 14.1 The board of election commissioners responsible for appointing election inspectors for early voting is responsible for appointing the receiving board or group of election inspectors to canvass the early vote returns on Election Day and report early voting results to the county clerk.
- 14.2 At the conclusion of Election Day, the coordinator must ensure compliance with the canvass and reporting requirements described in MCL 168.720j(11)-(14) and MCL 168.801-810.

15. EXECUTION OF MUNICIPAL JOINT EARLY VOTE SITE AGREEMENT.

- 15.1 A municipal Joint Early Voting Site Agreement must be finalized and signed by all participating municipalities:
 - 15.1.1 No later than 125 days before the first regularly scheduled statewide or federal election in each even numbered year.
 - 15.1.2 No later than 90 days before a special statewide or federal election.

16. EARLY VOTING PLAN.

- 16.1 No later than 120 days before the first statewide or federal election in each even numbered year, the coordinator will be responsible for ensuring an early voting plan, attached as Exhibit A, is filed with the county clerk of the county in which the municipalities are located.

17. NOTICE TO SOS OF CHANGES TO LOCATIONS, DAYS, AND HOURS OF EARLY VOTING.

- 17.1 No later than 45 days before the first early voting day allowed by statute, the coordinator will be responsible for providing the Secretary of State any changes made to a previously submitted Early Voting Plan that affect the locations, dates, and hours of operation for each joint early voting site operated by the participating municipalities. This ensures that the correct information is posted on the Michigan Voter Information Center (MVIC) portion of the Department of State's website.

18. DURATION OF MUNICIPAL JOINT EARLY VOTE SITE AGREEMENT.

- 18.1 This Agreement and any amendments will be effective when executed by all Parties, as evidenced by the signature of each participating municipal clerk.

- 18.2** Municipalities must agree how long the Agreement will stay in effect and how it will be cancelled or terminated. An Agreement may provide that the Agreement has no fixed termination date.

19. CANCELLATION, MODIFICATION, AND TERMINATION OF MUNICIPAL JOINT EARLY VOTE SITE AGREEMENT.

- 19.1** If the parties terminate Agreement for any reason, the clerk of each participating municipality must submit a revised early voting plan to the Department outlining the manner in which early voting will be provided.
- 19.2** If a party withdraws from the Agreement for any reason, the clerk of the municipality withdrawing from the Agreement must submit a revised early voting plan to the Department outlining the manner in which early voting will be provided. A party to a municipal Agreement may withdraw from the Agreement by providing at least 30 days' written notice to the other Parties to the Agreement.
- 19.3** A party may not withdraw from the Agreement during the period beginning 150 days before the first statewide November election in an even numbered year and ending on the completion of the county canvass for the statewide general November election in that even numbered year.
- 19.4** If the Agreement covers any elections in addition to statewide and federal elections, a Party may not withdraw from the Agreement during the period beginning 150 days before the election covered under the Agreement and ending on the completion of the county canvass for that election.

Printed name of Clerk 1

Signature of Clerk 1

Date

Printed name of Clerk 2

Signature of Clerk 2

Date

Printed name of Clerk 3

Signature of Clerk 3

Date

EXHIBIT A: Early Voting Plan

No later than 120 days before the first statewide or federal election in each even numbered year, the coordinator is responsible for ensuring an Early Voting Plan, covering the parties to the Municipal Agreement, is filed with the county clerk of the county in which the municipalities are located.

Not less than 45 days before the first early voting day allowed by statute, the coordinator will be responsible for providing the Secretary of State any changes made to a previously submitted Early Voting Plan that affect the locations, dates, and hours of operation for each joint early voting site operated by the participating municipalities. This ensures that the correct information is posted on the Michigan Voter Information Center (MVIC) portion of the Department of State's website.

Plan Coverage: Municipal Agreement

Coordinator of Municipal Agreement:

Name of Coordinator	Position	Email Address	Phone Number
Deanna Robson	City Clerk for City of Howell	clerk@cityofhowell.org	(517) 540-6723

Municipality 1:

Name of municipality	Clerk of municipality	Number of precincts in municipality	Number of registered electors in municipality
City of Howell	Deanna Robson	3	8,042

Municipality 2:

Name of municipality	Clerk of municipality	Number of precincts in municipality	Number of registered electors in municipality
Howell Township	Sue Daus	3 (2 splits)	6,498

Municipality 3:

Name of municipality	Clerk of municipality	Number of precincts in municipality	Number of registered electors in municipality
Cohoctah Township	Barb Fear	1 (3 splits)	2,841

Early Voting Location Information:

	Early voting site #1	Early voting site #2	Early voting site #3
Location of site	LESA-1425 W. Grand River Ave. Howell, MI. 48843		
Municipalities served at site	3		
Number of Election Workers at site	7		
Is this an EV site for all 9 days of Constitutionally-required early voting? (Y/N)	Y		
Hours for 9 days of Constitutionally-required early voting	7am-3pm		
How many (if any) additional days of early voting will be provided at this site?	0		
Hours for any additional days of early voting	0		
Is this site ADA compliant?	Yes		
In selecting this site, did you take into account expected turnout, population density, public transportation, accessibility, travel time, travel patterns, and any other relevant considerations?	Yes		

Early Voting Equipment Information:

	Early voting site #1	Early voting site #2	Early voting site #3
Number of tabulators at site	2		
Municipality responsible for providing tabulators	City of Howell & Howell Township		
Number of early voting poll book laptops	3		
Municipality responsible for providing early voting poll book laptops	City of Howell, Howell Township, & Cohoctah Township		
Clerk responsible for taking the necessary steps to set up the early voting poll book laptops	Deanna Robson Sue Daus Barb Fear		

Board of election commissioners responsible for testing equipment	Deanna Robson Dennis Perkins Kelly Patterson		
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EXHIBIT B: SITE SUPERVISORS

Early Voting Site Supervisors:

	Supervisor at Early voting site #1	Supervisor at Early voting site #2	Supervisor at Early voting site #3
Early Voting Day 1	Deanna Robson		
Early Voting Day 2	Sue Daus/Tanya		
Early Voting Day 3	Susie Jarson		
Early Voting Day 4	Barb Fear/Deputy		
Early Voting Day 5	Sue Daus/Tanya		
Early Voting Day 6	Barb Fear/Deputy		
Early Voting Day 7	Sue Daus/Tanya		
Early Voting Day 8	Barb Fear/Deputy		
Early Voting Day 9	Deanna Robson		

Describe the communication strategy for informing electors of their opportunity for early voting:

Each elector will be notified of each jurisdictions Early Voting location and hours of operation with a letter of correspondence via mail. The Clerk, or member of the Clerk's staff will post the notice in the City/Township Hall, on the City/Township website, as well as on the Department of State's website. (The Clerk of each jurisdiction will also send a publication notice to the local newspaper.

2025 Tax Rate Request (This form must be completed and submitted on or before September 30, 2025)

MILLAGE REQUEST REPORT TO COUNTY BOARD OF COMMISSIONERS

Carefully read the instructions on page 2.

This form is issued under authority of MCL Sections 211.24e, 211.34 and 211.34d. Filing is mandatory; Penalty applies.

County(ies) Where the Local Government Unit Levies Taxes LIVINGSTON	2025 Taxable Value of ALL Properties in the Unit as of 05-27-2025 \$162,448,683.00
Local Government Unit Requesting Millage Levy COHOCTAH TWP	For LOCAL School Districts: 2025 Taxable Value excluding Principal Residence, Qualified Agricultural, Qualified Forest, Industrial Personal and Commercial Personal Properties.

This form must be completed for each unit of government for which a property tax is levied. Penalty for non-filing is provided under MCL Sec 211.119. The following tax rates have been authorized for levy on the 2025 tax roll.

(1) Source	(2) Purpose of Millage	(3) Date of Election	(4) Original Millage Authorized by Election Charter, etc.	(5) ** 2024 Millage Rate Permanently Reduced by MCL 211.34d "Headlee"	(6) 2025 Current Year "Headlee" Millage Reduction Fraction	(7) 2025 Millage Rate Permanently Reduced by MCL 211.34d "Headlee"	(8) Sec. 211.34 Truth in Assessing or Equalization Millage Rollback Fraction	(9) Maximum Allowable Millage Levy *	(10) Millage Requested to be Levied July 1	(11) Millage Requested to be Levied Dec. 1	(12) Expiration Date of Millage Authorized
ALLOCATED	Operatio		1.3	0.7152	1.0059	0.7194	1.0000	0.7194		0.7194	
VOTED	ROADS		1.5	1.4788	1.0059	1.4875	1.0000	1.4875		1.4875	08/26

Prepared by BARB FEAR	Telephone Number (517) 546-0655	Title of Preparer CLERK	Date 08/14/2025
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CERTIFICATION: As the representatives for the local government unit named above, we certify that these requested tax levy rates have been reduced, if necessary to comply with the state constitution (Article 9, Section 31), and that the requested levy rates have also been reduced, if necessary, to comply with MCL Sections 211.24e, 211.34 and, for LOCAL school districts which levy a Supplemental (Hold Harmless) Millage, 380.1211(3).

☒ Clerk	Signature	Print Name BARB FEAR	Date 08/14/2025
☐ Secretary			
☒ Chairperson	Signature	Print Name MARK FOSDICK	Date 08/14/2025
☐ President			

* Under Truth in Taxation, MCL Section 211.24e, the governing body may decide to levy a rate which will not exceed the maximum authorized rate allowed in column 9. The requirements of MCL 211.24e must be met prior to levying an operating levy which is larger than the base tax rate but not larger than the rate in column 9.

**** IMPORTANT:** See instructions on page 2 regarding where to find the millage rate used in column (5).

Local School District Use Only. Complete if requesting millage to be levied. See STC Bulletin 2 of 2025 for instructions on completing this section.

Total School District Operating Rates to be Levied (HH/Supp and NH Oper ONLY)	Rate
For Principal Residence, Qualified Ag., Qualified Forest and Industrial Personal	
For Commercial Personal	
For all Other	

Instructions For Completing Form 614 (L-4029) 2025 Tax Rate Request, Millage Request Report To County Board Of Commissioners

These instructions are provided under MCL Sections 211.24e (truth in taxation), 211.34 (truth in county equalization and truth in assessing), 211.34d (Headlee), and 211.36 and 211.37 (apportionment).

Column 1: Source. Enter the source of each millage. For example, allocated millage, separate millage limitations voted, charter, approved extra-voted millage, public act number, etc. Do not include taxes levied on the Industrial Facilities Tax Roll.

Column 2: Purpose of millage. Examples are: operating, debt service, special assessments, school enhancement millage, sinking fund millage, etc. A local school district must separately list operating millages by whether they are levied against ALL PROPERTIES in the school district or against the NON-HOME group of properties. (See State Tax Commission Bulletin 2 of 2025 for more explanation.) A local school district may use the following abbreviations when completing Column 2: "Operating ALL" and "Operating NON-HOME". "Operating ALL" is short for "Operating millage to be levied on ALL PROPERTIES in the local school district" such as Supplemental (Hold Harmless) Millages and Building and Site Sinking Fund Millages. "Operating NON-HOME" is short for "Operating millage to be levied on ALL PROPERTIES EXCLUDING PRINCIPAL RESIDENCE, QUALIFIED AGRICULTURAL, QUALIFIED FOREST AND INDUSTRIAL PERSONAL PROPERTIES in the local school district" such as the 18 mills in a district which does not levy a Supplemental (Hold Harmless) Millage.

Column 3: Date of Election. Enter the month and year of the election for each millage authorized by direct voter approval.

Column 4: Millage Authorized. List the allocated rate, charter aggregate rate, extra-voted authorized before 1979, each separate rate authorized by voters after 1978, debt service rate, etc. (This rate is the rate before any reductions.)

Column 5: 2024 Millage Rate Permanently Reduced by MCL 211.34d ("Headlee") Rollback. Starting with taxes levied in 1994, the "Headlee" rollback permanently reduces the maximum rate or rates authorized by law or charter. The **2024** permanently reduced rate can be found in column 7 of the **2024** Form L-4029. For operating millage approved by the voters after April 30, 2024, enter the millage approved by the voters. For debt service or special assessments not subject to a millage reduction fraction, enter "NA" signifying "not applicable."

Column 6: Current Year Millage Reduction Fraction. List the millage reduction fraction certified by the county treasurer for the current year as calculated on Form 2166 (L-4034), *2025 Millage Reduction Fraction Calculations Worksheet*. The millage reduction fraction shall be rounded to four (4) decimal places. The current year millage reduction fraction shall not exceed 1.0000 for 2025 and future years. This prevents any increase or "roll up" of millage rates. Use

1.0000 for new millage approved by the voters after April 30, 2025. For debt service or special assessments not subject to a millage reduction fraction, enter 1.0000.

Column 7: 2025 Millage Rate Permanently Reduced by MCL 211.34d ("Headlee") Rollback. The number in column 7 is found by multiplying column 5 by column 6 on this 2025 Form L-4029. This rate must be rounded DOWN to 4 decimal places. (See STC Bulletin No. 11 of 1999, Supplemented by Letter of 6/7/2000.) For debt service or special assessments not subject to a millage reduction fraction, enter "NA" signifying "not applicable."

Column 8: Section 211.34 Millage Rollback Fraction (Truth in Assessing or Truth in Equalization). List the millage rollback fraction for 2025 for each millage which is an operating rate. Round this millage rollback fraction to 4 decimal places. Use 1.0000 for school districts, for special assessments and for bonded debt retirement levies. For counties, villages and authorities, enter the Truth in Equalization Rollback Fraction calculated on STC Form L-4034 as TOTAL TAXABLE VALUE BASED ON CEV FOR ALL CLASSES/TOTAL TAXABLE VALUE BASED ON SEV FOR ALL CLASSES. Use 1.0000 for an authority located in more than one county. For further information, see State Tax Commission Bulletin 2 of 2025. For townships and cities, enter the Truth in Assessing Rollback Fraction calculated on STC Form L-4034 as TOTAL TAXABLE VALUE BASED ON ASSESSED VALUE FOR ALL CLASSES/TOTAL TAXABLE VALUE BASED ON SEV FOR ALL CLASSES. The Section 211.34 Millage Rollback Fraction shall not exceed 1.0000.

Column 9: Maximum Allowable Millage Levy. Multiply column 7 (2025 Millage Rate Permanently Reduced by MCL 211.34d) by column 8 (Section 211.34 millage rollback fraction). Round the rate DOWN to 4 decimal places. (See STC Bulletin No. 11 of 1999, Supplemented by Letter of 6/7/2000.) For debt service or special assessments not subject to a millage reduction fraction, enter millage from Column 4.

Column 10/Column 11: Millage Requested to be Levied. Enter the tax rate approved by the unit of local government provided that the rate does not exceed the maximum allowable millage levy (column 9). A millage rate that exceeds the base tax rate (Truth in Taxation) cannot be requested unless the requirements of MCL 211.24e have been met. For further information, see State Tax Commission Bulletin 2 of 2025. A LOCAL School District which levies a Supplemental (Hold Harmless) Millage shall not levy a Supplemental Millage in excess of that allowed by MCL 380.1211(3). Please see the memo to assessors dated October 26, 2004, regarding the change in the collection date of certain county taxes.

Column 12: Expiration Date of Millage. Enter the month and year on which the millage will expire.

Tax Levy Resolution

Tax Levy Resolution Motion by _____, support by _____,
to adopt a resolution to levy taxes of 0.7194 mills for operating purposes, plus 1.4875
mills for roads, established by election, for a total of 2.2069 mills for the 2025 tax year.
Roll call vote:

Yays _____

Nays _____

Barb Fear-Clerk

August 14, 2025

COHOCTAH TOWNSHIP
FISCAL YEAR 2026, 2027, AND 2028

PFEFFER, HANNIFORD & PALKA, Certified Public Accountants, registered to practice in the State of Michigan (hereinafter referred to as **CERTIFIED PUBLIC ACCOUNTANTS**) and the **COHOCTAH TOWNSHIP**, A municipal corporation, of the State of Michigan (hereinafter referred to as **TOWNSHIP**) contract on this day of , 2025, as follows:

1. For the fiscal year ending March 31, 2026, 2027 and 2028 the **CERTIFIED PUBLIC ACCOUNTANTS** shall conduct an audit of the financial statements of the **TOWNSHIP**. The financial statements are the responsibility of the **TOWNSHIP BOARD**. Our responsibility is to express an opinion on the financial statements based on our audits. We will conduct our audits in accordance with generally accepted auditing standards. Those standards require that we plan and perform the audit to obtain reasonable assurance about whether the general purpose financial statements are free of material misstatement. An audit includes examining, on a test basis, evidence supporting the amounts and disclosures in the financial statements. An audit also includes assessing the accounting principles used and significant estimates made by the **TOWNSHIP** as well as evaluating the overall financial statement presentation.

2. The **CERTIFIED PUBLIC ACCOUNTANTS'** audit shall meet the requirements of Act No. 2, P.A. 1968, or as amended, and the related Bulletin for Audits of Local Units of Government in Michigan, dated June 1, 1968, or as amended, which is available from the State Treasurer.

3. If the **TOWNSHIP** receives federal financial assistance, grants, or other contracts and spends \$750,000 or more in federal funds in one fiscal year, the Township may be required to have a Uniform Guidance Single Audit conducted in accordance with Government Auditing Standards and (or) in accordance with Title 2 U.S. Code of Federal Regulations (CFR) Part 200, Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards. Pfeffer, Hanniford & Palka will request the assistance of another CPA firm to conduct the Uniform Guidance Single Audit which will be billed separately by the second CPA firm. Pfeffer, Hanniford & Palka will work with the second CPA firm in conducting the Uniform Guidance Single Audit as well as assist the Township with the additional procedures which will be required under the Uniform Guidance Single Audit. Pfeffer, Hanniford & Palka will still conduct a General Purpose Financial Statement Audit in accordance with generally accepted auditing standards.

4. The reports on financial statements, as required by Act 2 of Public Acts of 1968, or as amended, shall contain an unqualified opinion by the **CERTIFIED PUBLIC ACCOUNTANTS** or such other opinion as he must render under the circumstances when he is unable to express an unqualified opinion.

5. The audit shall begin as soon after the signing of this contract as shall be convenient to the **CERTIFIED PUBLIC ACCOUNTANTS** and shall be completed with the **CERTIFIED PUBLIC ACCOUNTANTS'** reports issued not later than six months after the conclusion of the fiscal year.

6. The **TOWNSHIP** shall have closed and balanced all funds and bank accounts, agencies and operations to be examined by the **CERTIFIED PUBLIC ACCOUNTANTS**.

7. The estimated total audit fee for the years ended March 31, 2026, 2027, and 2028 will be \$10,000, \$11,000, and \$12,000 respectively. Additional services outside the scope of the audit will be billed at \$140 per hour.

8. The **TOWNSHIP** authorizes the **CERTIFIED PUBLIC ACCOUNTANTS** to immediately disclose any and all findings of suspected fraud, and/or embezzlement to the Deputy State Treasurer in charge of the Local Audit Division of the State Department of Treasury.

9. The **CERTIFIED PUBLIC ACCOUNTANTS** shall provide a reasonable number of reports for each of the funds to the **TOWNSHIP** officials.

10. This contract may be terminated by either party upon a ninety day (90) advance written notice.

Pfeffer, Hanniford & Palka, P.C.

PFEFFER, HANNIFORD & PALKA
Certified Public Accountants

COHOCTAH TOWNSHIP