

SUMMERFIELD TOWNSHIP

9971 N. FINLEY LAKE AVE, HARRISON, MI 48625

REGULAR BOARD MEETING AGENDA

Tuesday July 25, 2023

6:30 PM

1. CALL TO ORDER/PLEDGE - 631
2. ROLL CALL
  - Dan Wilhelm - Pre
  - Mike Romatz - Pre
  - Glenn Alexander - Pre
  - Sheri Levy - Pre
  - Jaclyn Hall - Pre
3. GUEST - DAVE HOEFLING -
4. PUBLIC COMMENT -
5. Approve Agenda - Motion: Dan 2<sup>nd</sup>: Glenn. all in
6. CONSENT AGENDA: Motion: Dan 2<sup>nd</sup>: Mike all in
  - A. PAYROLL-
  - B. ACCOUNTS PAYABLE
  - C. APPROVE MINUTES FROM: Regular Board Meeting June 27, 2023, Special Meeting July 6, 2023.
7. TREASURER REPORT -
8. CLERK REPORT
  - A. FIRE/POLICE
9. OLD BUSINESS- Cell Tower update - tower behind transfer station waiting on contract decisions.
10. NEW BUSINESS -
11. 1<sup>st</sup> Quarter Budget Amendment Resolution. Motion: Jacklyn 2<sup>nd</sup>: Sheri  
Roll Call Dan Y, Hall Y, Sheri Y, Glenn Y, Mike Y
12. Planning Commission Chapter 3 - District Regulation (pg.40)  
Dan Motion to table - Sheri 2<sup>nd</sup>

13. Resolution #2023-12 Zoning Amendment (District Regulations pg.40) Motion

2<sup>nd</sup>:

tabled

14. Windows (Dave's Property Management) \$14,740.00 Motion: Dan

2<sup>nd</sup>:

Glenn  
all in favor

15. Summerfield Township Cemetery Sign. Motion

2<sup>nd</sup>:

Motion to table Dan 2<sup>nd</sup> Sherie

16. ADJOURN MEETING.

7:04 pm

Public -

Nothing has been done  
about Park -

Stone / tree's

Supervisor Dan - has been trying  
to get in touch about  
the River with DNR.

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~~Any~~ Anyone that has  
Volunteered for emergency  
Shelter when in needed.  
2 people -

Board will look into  
getting 2 volunteers

Check Register Report For Summerfield Township  
For Check Dates 06/30/2023 to 07/16/2023

Check Date	Bank	Check Number	Name	Check Gross	Physical Check Amount	Direct Deposit	Status
06/30/2023	PR	2022	ALEXANDER, GLENN	130.00	120.06	0.00	Open
06/30/2023	PR	2023	HALL, JACLYN L	500.00	440.50	0.00	Open
06/30/2023	PR	2024	LEVY, SHERILENE H	580.63	511.53	0.00	Open
06/30/2023	PR	2025	MARTIN, TRISHA M	662.63	583.79	0.00	Open
06/30/2023	PR	2026	RHINEHART, THOMAS	789.35	578.40	0.00	Open
06/30/2023	PR	2027	ROMATZ, MICHAEL	130.00	70.06	0.00	Open
06/30/2023	PR	2028	SEARIGHT, DENISE K	184.00	162.11	0.00	Open
06/30/2023	PR	2029	WILHELM, DANIEL M	500.00	440.50	0.00	Open
07/15/2023	PR	2030	ALEXANDER, GLENN	130.00	120.05	0.00	Open
07/15/2023	PR	2031	HALL, JACLYN L	540.00	475.74	0.00	Open
07/15/2023	PR	2032	HUNTER, JOANNE	40.00	35.24	0.00	Open
07/15/2023	PR	2033	HUNTER, MICHAEL	50.00	44.04	0.00	Open
07/15/2023	PR	2034	LEVY, SHERILENE H	580.63	511.53	0.00	Open
07/15/2023	PR	2035	MARTIN, TRISHA M	550.25	484.77	0.00	Open
07/15/2023	PR	2036	NIELSEN, VALERIE	50.00	44.04	0.00	Open
07/15/2023	PR	2037	RHINEHART, THOMAS	387.70	241.81	0.00	Open
07/15/2023	PR	2038	ROMATZ, MICHAEL	130.00	70.05	0.00	Open
07/15/2023	PR	2039	SEARIGHT, DENISE K	237.25	209.02	0.00	Open
07/15/2023	PR	2040	WILHELM, DANIEL M	500.00	440.50	0.00	Open
Totals:							
				Number of Checks: 019	6,672.44	5,583.74	0.00
Total Physical Checks:				19			
Total Check Stubs:							



07/19/2023 11:21 AM  
User: JACLYN  
DB: Summerfield Twp

CHECK REGISTER FOR SUMMERFIELD TOWNSHIP HALL  
CHECK DATE FROM 07/01/2023 - 07/19/2023

Page: 1/1

Check Date	Bank	Check	Vendor	Vendor Name	Description	Amount
Bank GEN GEN FUND						
07/05/2023	GEN	142 (E)	00121	IRS	FEDERAL TAX PAYMENT JUNE 2023	1,168.39
07/05/2023	GEN	143 (E)	00071	STATE OF MICHIGAN - STATE INCOME TX	2ND QTR 2023 MTO PAYMENT	830.55
07/19/2023	GEN	144 (E)	00021	EMC INSURANCE	TOWNSHIP INSURANCE	495.89
07/06/2023	GEN	12206	00002	AT&T	TOWNSHIP PHONES-JUNE 2023	241.24
07/06/2023	GEN	12207	00152	CPR SAVERS	AEDW/CASE WALL MOUNT, LIFEVAC ADULT & C	1,359.95
07/06/2023	GEN	12208	00153	KCI	TAX BILL SET UP/PRINT, MAILING AND NEWS	1,318.81
07/06/2023	GEN	12209	00137	MICHIGAN CHLORIDE SALES LLC	ROAD BRINE	9,786.22
07/06/2023	GEN	12210	00017	MTA	FUNDAMENTALS OF ASSESSMENT AND TAXATION	900.00
07/06/2023	GEN	12211	00068	MVW & ASSOCIATES INC.	ASSESSOR CONTRACT	750.00
07/06/2023	GEN	12212	00046	QUILL	CALENDAR AND STAPLER	38.98
07/06/2023	GEN	12213	00053	RHINEHART, THOMAS	GAS FOR LAWN MOWER	50.00
07/06/2023	GEN	12214	00151	ROBERT PEARSON	HALL RENTAL DEPOSIT REFUNT 6/24/23	200.00
07/12/2023	GEN	12215	00018	CONSUMERS ENERGY	TRANSFER STATION 6/2-7/2 2023	34.16
					TOWNSHIP HALL ELECTRIC 6/2-7/2 2023	136.53
					STREET LIGHTS ELECTRIC 6/1-6/30-2023	15.15
					LED LIGHTS 6/1-6/30 2023	12.08
						197.92
07/12/2023	GEN	12216	00140	GFL ENVIRONMENTAL	DUMPSTER WEEKLY (6) 3- 30YD ROLLOFFS	1,743.95
07/12/2023	GEN	12217	00033	HUGHES NETWORK SYSTEM	TOWNSHIP INTERNET	119.98
07/12/2023	GEN	12218	00124	MUNIWEB	JUNE 2023 WEBSITE HOSTING	135.00
07/12/2023	GEN	12219	00046	QUILL	ENGRAVED SIGNS FOR CLERK'S AND TREASURE	81.16
07/12/2023	GEN	12220	00154	TRISHA MARTIN	NOTARIZING SAM.GOV LETTER FOR US FISH &	10.00
07/12/2023	GEN	12221	00122	VC3, INC	365 MICROSOFT APPS FOR ALL COMPUTERS JU	41.50
07/14/2023	GEN	12222	00107	SOM DISBURSEMENT UNIT-CHILD SUPPORT	SOM - CHILD SUPPORT JULY 1-15 2023	99.75
GEN TOTALS:						
Total of 20 Checks:						19,569.29
Less 0 Void Checks:						0.00
Total of 20 Disbursements:						19,569.29

**SUMMERFIELD TOWNSHIP**

**9971 N. FINLEY LAKE AVE, HARRISON, MI 48625**

**UNAPPROVED REGULAR BOARD MEETING**

**TUESDAY JUNE 27, 2023**

**6:30 PM**

**1. CALL TO ORDER/PLEDGE – 6:32 PM**

**2. ROLL CALL**

Dan Wilhelm – Present

Mike Romatz - Present

Glenn Alexander –Present

Sheri Levy - Present

Jaclyn Hall - Present

**3. GUEST – DAVE HOEFLING -updates on purchases and grant money being used**

**4. PUBLIC COMMENT – Resident expressed concerns on few areas within the Township.**  
The board responded to the concerns.

**5. Approve Agenda – Motion: Dan Wilhelm      2<sup>nd</sup>: Mike Romatz all in favor**

**6. CONSENT AGENDA: Motion: Dan Wilhelm      2<sup>nd</sup>: Sheri Levy all in favor**

**A. PAYROLL-**

**B. ACCOUNTS PAYABLE**

**C. APPROVE MINUTES FROM: May 30, 2023 Regular Board Meeting**

**7. TREASURER REPORT – on file**

**8. CLERK REPORT**

**A. FIRE/POLICE- on file**

**9. OLD BUSINESS – Discussion on windows. Bid from Wallside Windows cash price vs. finance price (0%) were not the same. Supervisor Dan made a motion to table the subject until further information can be given. Motion was 2<sup>nd</sup>: by Sheri Levy**

**10. NEW BUSINESS –**

**11. AED – CPR Saver and Life Vac (adult & child) up to \$1300.00: Motion: Dan Wilhelm**

**2<sup>nd</sup>: Glenn Alexander all in favor**

**12. Change on Zoning Permit fees: Zoning Permit from \$25 to \$50, Manufactured/ Mobile**

**Home Permit \$50.00 to \$500. Refund \$450 after completion of electrical, plumbing and**

**have received occupancy. This must be completed with 6 months, there is a 1 time**

**extension if more time is needed to complete. Motion: Dan Wilhelm**

**2<sup>nd</sup>: Sheri**

**Levy all in favor**

**13.ADJOURN MEETING. 7:00PM**

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Summerfield Township  
Unapproved Special Meeting

July 6, 2023

@ 9:00 AM

1. Call meeting to order: 9:04 AM
  2. Pledge
  3. Roll call:  
  
Dan Wilhelm- present  
  
Mike Romatz- present  
  
Glenn Alexander-absent  
  
Sheri Levy- present  
  
Jaclyn Hall- present
  4. Windows: Wallside only gave a cash price for, not a financing price. The price for financing was higher than agreed upon. A contractor came out and quoted windows, installment and 2 new window installation for \$14, 740. Motion was made by Sheri Levy to approve the \$14, 740 for windows. 2<sup>nd</sup>: by Dan Wilhelm all in favor.
  5. MTA Training: Training in Cadillac for Taxation & Assessing August 1<sup>st</sup> & 2<sup>nd</sup> for \$900.00  
  
Motion- Dan Wilhelm 2<sup>nd</sup> : Mike Romatz all in favor.
  6. AED \$9 increase. Motion Dan Wilhelm 2<sup>nd</sup> by Sheri Levy all in favor.
  7. Chainsaw and blower purchase: Motion was offered by Sheri Levy to table until further discussion. 2<sup>nd</sup> by Jaclyn Hall all in favor.
  8. Meeting Adjourned at: 9:45 AM
-



# JULY REPORT

June 2023 Balanced

## GENERAL LEDGER DETAIL MONTHLY ACTIVITY

	Adjusted Beginning Bal.	Receipts	Interest/Fees	Disbursements	Trans IN	Trans OUT	Sweep	Adj.	Adjusted Ending Bal.
GENERAL FUND	\$ 71,499.47	\$ 3,590.72		\$ (4,963.64)		\$ (5,757.89)		\$ (325.00)	\$ 64,043.66
GENERAL FUND INVESTMENT	\$ 50,142.10		\$ 215.76						\$ 50,357.86
PAYROLL	\$ -				\$ 5,757.89		\$ (5,007.89)	\$ (750.00)	\$ -
FIRE FUND	\$ 25,014.35								\$ 25,014.35
ROAD FUND	\$ 59,531.19			\$ (9,733.34)					\$ 49,797.85
ROAD FUND INVESTMENT	\$ 100,284.20		\$ 431.50						\$ 100,715.70
TRANSFER STATION FUND	\$ 39,904.35			\$ (1,027.65)					\$ 38,876.70
TRANSFER STATION FUND INVESTMENT	\$ 50,142.10		\$ 215.76						\$ 50,357.86
RUBBISH PAYROLL	\$ 810.00				\$ 750.00	\$ (750.00)			\$ 810.00
TAX DRAWER	\$ 200.00								\$ 200.00
TAXES	\$ 784.70								\$ 784.70
ARPA Grant (285)	\$ 8,862.16								\$ 8,862.16
TOTAL	\$ 407,174.62	\$ 3,590.72	\$ 863.02	\$ (15,724.63)	\$ 6,507.89	\$ (6,507.89)	\$ (5,007.89)	\$ (1,075.00)	\$ 389,820.84

### General Ledger Total Summary As of 06/30/2023

GENERAL FUND	\$ 64,043.66
GENERAL FUND INVESTMENT	\$ 50,357.86
PAYROLL	\$ -
FIRE FUND	\$ 25,014.35
ROAD FUND	\$ 49,797.85
ROAD FUND INVESTMENT	\$ 100,715.70
TRANSFER STATION FUND	\$ 38,876.70
TRANSFER STATION FUND INVESTMENT	\$ 50,357.86
RUBBISH PAYROLL	\$ 810.00
TAX DRAWER	\$ 200.00
TAXES	\$ 784.70
ARPA Grant	\$ 8,862.16
Total of Funds	\$ 389,820.84

### General Fund 'Pooled' Cash Balance As of 06/30/2023

GENERAL	\$ 64,043.66
FIRE	\$ 25,014.35
ROAD	\$ 49,797.85
RUBBISH	\$ 39,686.70
ARPA Grant	\$ 8,862.16
	\$ 187,404.72

### 'Adjusted' Bank Statement Balances As of 06/30/2023

GENERAL	\$ 187,404.72
PAYROLL	\$ -
TAXES	\$ 784.70
Investments	\$ 201,431.42
TAX DRAWER	\$ 200.00
Cash on Hand	\$ 389,820.84

**CLARE COUNTY SHERIFF DEPARTMENT**

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**INCIDENTS BY AREA****JUNE 2023**

07/05/2023

AREA	NUMBER THIS AREA	INCIDENT TYPE	NUMBER THIS TYPE
		Damage to Property	1
		False Alarm Activation	2
		General Assistance	2
		Intimidation/ Stalking	1
		Larceny - Other	3
		Non-Aggravated Assault	1
		Obstructing Justice	2
		TRAFFIC PATROL	1
		Traffic Accident	1
		Traffic Stop	4
		Vehicle/Object Road Hazard	1
0014	29	Accident, All Other	1
		Accident, Fire	2
		Ambulance Run	7
		Animal Control Complaint	1
		General Assistance	4
		Intimidation/ Stalking	3
		Missing Persons	1
		ORV Traffic Stop	2
		Property Check	2
		Stolen Property	1
		Suicide	1
		Traffic Stop	3
		Weapons Offense - Other	1
0015	173	Accident, Fire	4
		Ambulance & Rescue	20
		Ambulance Run	2
		Animal Control Complaint	9
		BOL Wrong Way Driver	1
		Be On the Look Out	3
		Burglary - Forced Entry	1
		CSC 1 Penis/ Vagina	1
		Conservation	4
		False Alarm Activation	2
		Family - Abuse/ Neglect Non-Violent	1
		Fraud - False Pretence/ Swindle/ Confidence Game	3
		Fraud - Impresonation	1
		GENERAL PATROL	2
		General Assistance	11
		General Non-Criminal	1
		Hit & Run Motor Vehicle Accident	1
		Intimidation/ Stalking	8



# TOWNSHIP CODES

Jun-23

ARTHUR	0001
FRANKLIN	0002
FREEMAN	0003
FROST	0004
GARFIELD	0005
GRANT	0006
GREENWOOD	0007
HAMILTON	0008
HATTON	0009
HAYES	0010
LINCOLN	0011
REDDING	0012
SHERIDAN	0013
SUMMERFIELD	0014
SURREY	0015
WINTERFIELD	0016
GLADWIN CO.	0026
FARWELL	0030
ISABELLA CO	0037
HARRISON	0039
CLARE	0046
MARION	0067

**Resolution # 2023-15**

**Summerfield Township, Clare County, Michigan**

**Resolution To Amend 1st Quarter Budget Amendment # 2023-15 by Summerfield Township Board:**

On July 25, 2023; the Summerfield Township Board authorized the following Budget Amendments.

Please see the attached amended budget worksheets.

Motion by:

Supported by:

Roll Call Vote to adopt the foregoing resolution, the following voted:

Supervisor Wilhelm: Y

Clerk Hall: Y

Treasurer Levy: Y

Trustee Alexander: Y

Trustee Romatz: Y

Absent: \_\_\_\_\_

The Supervisor declared the resolution adopted on July 25, 2023.

I, Jaclyn Hall, Clerk of Summerfield Township, Clare County, Michigan, do hereby certify that the foregoing Resolution was adopted by the Board of Hayes Township at a General Meeting here therein on July 25, 2023.

\_\_\_\_\_  
Jaclyn Hall, Clerk, Summerfield Township, Clare County, Michigan  
Resolution #

Note: copy of attached worksheet to stay with amendment.



FY 23/24

## SUMMARY (1st Qtr)

Fund 101 - GENERAL FUND

Revenues	Current Budget	Increase	Decrease	New Budget
General	\$ 126,546.81	\$ 2,621.16	\$ -	\$ 129,167.97

Expenses	Current Budget	Increase	Decrease	New Budget
Dept 101 - TOWNSHIP BOARD	\$ 27,000.19	\$ 1,417.41	\$ -	\$ 28,417.60
Dept 171 - SUPERVISOR	\$ 13,538.00	\$ 500.00	\$ -	\$ 14,038.00
Dept 215 - CLERK	\$ 34,151.06	\$ 1,000.00	\$ 1,303.41	\$ 33,847.65
Dept 223 - AUDITOR	\$ -	\$ -	\$ -	\$ -
Dept 247 - BOARD OF REVIEW	\$ 1,501.27	\$ 220.00	\$ -	\$ 1,721.27
Dept 253 - TREASURER	\$ 27,751.53	\$ 500.00	\$ 1,000.00	\$ 27,251.53
Dept 257 - ASSESSOR	\$ 18,984.74	\$ -	\$ 7,000.00	\$ 11,984.74
Dept 262 - ELECTIONS	\$ 4,030.86	\$ -	\$ 1,134.00	\$ 2,896.86
Dept 265 - TOWNSHIP HALL & GROUND	\$ 23,168.37	\$ 8,800.00	\$ -	\$ 31,968.37
Dept 266 - ATTORNEY	\$ 5,000.00	\$ -	\$ 2,000.00	\$ 3,000.00
Dept 448 - UTILITIES -STREET LIGHTING	\$ 200.00	\$ -	\$ -	\$ 200.00
Dept 567 - CEMETERY	\$ 3,308.75	\$ -	\$ -	\$ 3,308.75
Dept 701 - PLANNING COMMISSION	\$ 5,018.21	\$ -	\$ -	\$ 5,018.21
Dept 702 - ZONING ADMINISTRATION	\$ 63.00	\$ -	\$ -	\$ 63.00
Dept 751 - PARK	\$ 620.85	\$ -	\$ -	\$ 620.85
	\$ 164,336.83	\$ 12,437.41	\$ 12,437.41	\$ 164,336.83

**Fund 201 - ROAD FUND****REVENUES**

<b>Current Budget</b>	<b>Increase</b>	<b>Decrease</b>	<b>New Budget</b>
\$ 46,380.00	\$ -	\$ -	\$ 46,380.00

**EXPENSES**

<b>Current Budget</b>	<b>Increase</b>	<b>Decrease</b>	<b>New Budget</b>
\$ 97,000.00	\$ -	\$ -	\$ 97,000.00

**Fund 206 - FIRE FUND****REVENUES**

<b>Current Budget</b>	<b>Increase</b>	<b>Decrease</b>	<b>New Budget</b>
\$ 16,532.00	\$ 142.10	\$ -	\$ 16,674.10

**EXPENSES**

<b>Current Budget</b>	<b>Increase</b>	<b>Decrease</b>	<b>New Budget</b>
\$ 28,150.00	\$ -	\$ -	\$ 28,150.00

**Fund 226 - RUBBISH FUND****REVENUES**

<b>Current Budget</b>	<b>Increase</b>	<b>Decrease</b>	<b>New Budget</b>
\$ 40,755.00	\$ -	\$ -	\$ 40,755.00

**EXPENSES**

<b>Current Budget</b>	<b>Increase</b>	<b>Decrease</b>	<b>New Budget</b>
\$ 36,853.53	\$ -	\$ -	\$ 36,853.53

**Fund 285 - ARPA FUND**

**REVENUES**

<b>Current Budget</b>	<b>Increase</b>	<b>Decrease</b>	<b>New Budget</b>
\$ -	\$ -	\$ -	\$ -

**EXPENSES**

<b>Current Budget</b>	<b>Increase</b>	<b>Decrease</b>	<b>New Budget</b>
\$ -	\$ -	\$ -	\$ 10,204.16



Summerfield Township Planning Commission

Addendum Request for

Chapter 3 – District Regulation page 40

The following changes are requested for adoption:

Min. Lot Size 0-1 acre (R)

1+ acre (RR)

Front Setback = 30ft

Rear Setback = 30ft

Side yard = Minimum side setback shall be 10 ft.

Corner Lot = 10ft for both Front and Rear and 10 ft sides (R)& (RR)

Lot coverage accessory structures (R) up to 3 structures not to exceed 10% of property

(RR) 5 acres or more 5 structures not to exceed 10% of

Lot coverage.



**Summerfield Township Board Resolution  
For Amendment to Zoning Ordinance**

RESOLUTION TO Amend Summerfield Township Zoning Ordinance adopted  
September 28, 2010, Chapter 3 – District Regulations Page 40

**Resolution # 2023-12**

WHEREAS, Summerfield Township Board, Clare County, Michigan, MCL 125.3401(5)) authorizes a Township to amend Summerfield Township Zoning Ordinance P.A. 110 of 2006; and

WHEREAS, the Township Board desires to amend Zoning Ordinance *Chapter 3- District Regulations, TABLE 6, RR, lot 1 acre, min width 165ft, front yard setback 50ft, side yard 15ft, rear yard setback 50ft, corner 20ft for both front and side yards, min 1<sup>st</sup> floor 960 sq ft, max building height 2.5 stories/30ft, min width of any one side 16ft, lot coverage (all structures) 50%, lot coverage (accessory structure) 10%, not to exceed 3,200 sq ft.*

WHEREAS, *Chapter 3 District Regulations, Table 6, shall be read; Minimum lot size 0-1 acre/ R; 1+ acre RR. Front Setback =30ft, Rear Setback =30ft. Side Yard=Minimum side setback shall be 10ft. Corner Lot= 10 ft both Front and Rear and 10ft sides (both R & RR).*

*Lot coverage accessory structures R up to 3 structures not to exceed 10% property, RR 5 acres or more, 5 structures not to exceed 10% of lot coverage.*

WHEREAS, *CONFLICTING ORDINANCES: all other ordinances and parts of ordinances, or amendments thereto, of Summerfield Township in conflict with the provisions of this ordinance are hereby repealed.*

THEREFOR, *RECODIFICATION: That the Ordinance is hereby amended to recodify the numbering of articles and sections to conform to standard and model codification scheme established by the Ordinance.*

NOW, THEREFORE, BE IT RESOLVED that Summerfield Township Board amends Summerfield Township Zoning Ordinance Chapter 3 District Regulations.

EFFECTIVE DATE: This Ordinance amendment shall take effect on July 25, 2023 upon publication in the County Cleaver.

The foregoing resolution offered by Board Member \_\_\_\_\_  
Second offered by Board Member \_\_\_\_\_

Upon roll call vote, the following voted:

Dan Wilhelm	Aye	Nay
Sherri Levy	Aye	Nay
Glenn Alexander	Aye	Nay
Mike Romatz	Aye	Nay
Jaclyn Hall	Aye	Nay

Aye's \_\_\_ Nay's \_\_\_

The Supervisor declared the resolution adopted.

\_\_\_\_\_ (Clerk's signature)  
(Jaclyn Hall), Clerk

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

Remittance Address:  
 Dave's Property Management  
 529 E Houghton Lake Dr.  
 Prudenville, MI 48651  
 Bill To:  
 Summerfield TWP  
 9971 North Finley Lake Rd  
 Harrison Mi. 48625



Quote Date	7/13/2023
Quote Exp	7/30/2023
Client Info.	SF TWP_1
	JOB ID: Summer Field TWP
PO#	N/A
Quote	300-101

Item #	Description	Quantity	Price	UOM	Total
Decom	Remove 6 2L5L 72"x48" steel in Block Windows	1	\$850.00	Each	\$850.00
Decom	Remove 4 SLDV 72"x48" steel in Block Windows	1	\$500.00	Each	\$500.00
Civil Construction Cont.	Installation of 11 new windows total. All 72"x48" except one 36"x36". Includes labor and materials. Windows are Anderson low E rated (100GX06040) 100 series gliders, smart sun, heat lock.	1	\$13,390.00	Each	\$13,390.00
Exclusions & Notes	NOTE: The outlined SOW is for installing (11) new windows as outlined above in the scope of work. Any unforeseen issues that are uncovered during construction may be subject to additional charges. All changes or change orders will be discussed and approved before the work is completed.				
Billing Status	Milestone payments: Down payment to be received at construction start: (\$7,370) Final payment due for project completion: (\$7,370) Thank you!				
Contract Signature	Owner Signature: _____ DATE: _____				
Contract Signature	GC Signature: _____ DATE: _____				

THANK YOU FOR YOUR BUSINESS!

Subtotal	\$14,740.00
Tax	\$0.00
Total	\$14,740.00



# Summerfield Township Cemetery Rules

- NO plots shall be opened or closed without the direction and control of the Sexton, Clerk, or a designated Township Official.
- All markers or monuments must be of stone or other equally durable composition and placed upon a cement foundation.
- All foundations are to be constructed by the sexton at the cost of the owner of the burial right (plot).
- Foundations are to be ordered through the office of the Township Clerk or a designated Township Official.
- Memorials will be permitted on a foundation or within a cement border around the plot and are not to hinder the free use of a lawn mower or other gardening apparatus.
- Surfaces other than sod or earth are prohibited.
- All summer decorations are to be removed on or before October 1<sup>st</sup>. All winter decorations are to be removed on or before April 1<sup>st</sup>. Sexton may remove if necessary.
- Cemetery hours are from dawn until dusk.
- Winter burials may be postponed at the discretion of the township due to inclement weather or weather-related complications.

Website: [www.summerfieldtwp.org](http://www.summerfieldtwp.org)

Phone #: 989-539-2501