

**TYRONE TOWNSHIP
REGULAR BOARD MEETING
APPROVED MINUTES – MARCH 25, 2014**

CALL TO ORDER

Supervisor Cunningham called the meeting of the Tyrone Township Board to order with the Pledge of Allegiance on March 25, 2014 at 7:00 p.m. at the Tyrone Township Hall.

ROLL CALL

Present: Supervisor Mike Cunningham, Treasurer Marna Bunting-Smith, Clerk Keith Kremer; Trustees Soren Pedersen, Chuck Schultz, and Cam Gonzalez. Absent: Trustee David Walker.

APPROVAL OF AGENDA – OR CHANGES

Clerk Kremer moved to approve the agenda as amended. (Trustee Pedersen seconded.) The motion carried; all ayes.

The modifications are as follows:

Added Unfinished Business #1 Update on fireworks ordinance.
Added Communication #10 Letter from Kizer Law Firm re. Nimphie/Hogan Rd. pump station.

APPROVAL OF CONSENT AGENDA

**Regular Board Meeting Minutes – March 4, 2014
Treasurer's Report
Clerk's Warrants & Bills**

Treasurer Bunting-Smith moved to approve the consent agenda as presented. (Trustee Gonzalez seconded.) The motion carried; all ayes.

COMMUNICATIONS

- 1. Revenue and Expenditure Report**
- 2. Planning Commission Meeting Synopsis- February 25, 2014**
- 3. Planning Commission Meeting Synopsis- March 11, 2014**
- 4. Livingston County Sheriff Report- January 2014**
- 5. Livingston County Sheriff Report- February 2014**
- 6. Livingston County Sheriff Report- tickets written for all counties.**
- 7. Fire Billing Activity Report- February 2014.**
- 8. SPARK/EDC information flyer.**
- 9. SPARK/EDC job fair information.**
- 10. Letter from Kizer Law Firm re. Nimphie/Hogan Rd. pump station.**

Treasurer Bunting-Smith moved to receive and place on file Communications #1-10 as amended. (Trustee Schultz seconded.) The motion carried; all ayes.

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PUBLIC REMARKS

None.

UNFINISHED BUSINESS

1. Update of fireworks ordinance.

The Clerk told the board the township's attorney reviewed the fireworks ordinance and recommended changes; Clerk Kremer would direct the Zoning Administrator to make the changes. No motion was made.

NEW BUSINESS

1. Review and adjust the 2013-2014 budget.

Trustee Schultz moved to accept the budget adjustments as presented. (Treasurer Bunting-Smith seconded.) The motion carried; all ayes. The adjustments are as follows:

2013/2014 Budget Update

Estimated Budget Surplus	\$325,000-365,000
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Approved Distributions & Adjustments from the General Fund:

Balance the Tax Collection Account	\$3,944.01
Loan to Tax Collection Accounts – Eliminate Bank Fees	\$6,000.00
Road Fund	\$200,000.00
Revolving Fund (Savings)	\$100,000.00

2. General Appropriation Measure Resolution #140308.

**RESOLUTION #140308
TYRONE TOWNSHIP, LIVINGSTON COUNTY**

BUDGET FOR FISCAL YEAR ENDING MARCH 31, 2015

WHEREAS, it is the intention of the Tyrone Township Board to comply with the provisions of Michigan Public Act 621 of 1978, the Uniform budgeting and Accounting Act, as modified to fit the needs of Tyrone Township;

THEREFORE, BE IT RESOLVED THAT the following budgetary policies and procedures for reconciling the 2013-2014 budget and for establishing a 2014-2015 budget, in accordance with said Act, be set forth as follows:

1. The chief administrative officer of the budget shall be the Supervisor.

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2. The chief administrative officer or Supervisor shall receive assistance in performance of budgetary responsibilities from the Clerk and from the accountant employed by the Township Board.
3. By November 30, 2014, the Supervisor shall compile the information, as outlined in the Act, for presentation to the chairman or officer of each department, board and commission of Tyrone Township.
4. By December 31, 2014, each department, board and commission shall complete the forms requested by the Supervisor as to their estimates of the amount of money required for each line item in their activity for the ensuing fiscal year. Any department, board or commission which generates revenue from the public hearings, land use permits or the sale or rental of services shall estimate anticipated revenue for the ensuing fiscal year.
5. No later than February 1, 2015, the Tyrone Township Board shall meet in special work session to review the requests of each department, board and commission to make recommendations on the content of the proposed fiscal year budget, ensuring that the total of estimated expenditures does not exceed the total estimated revenue and accumulated fund balance.
6. The Supervisor shall compile the recommendations of the Tyrone Township Board into a budget document, all Funds, and shall present the proposed budget to the Tyrone Township Board no later than the first regularly scheduled Board Meeting in March. The Tyrone Township Board shall set time, date, and place for all required public hearings on the proposed budget.
7. No later than the second regularly scheduled Tyrone Township Board Meeting in March, the Board shall pass, by Resolution, a general appropriations measure which spells out the policies and procedures of the Tyrone Township Board regarding compliance with and modifications to P.A. 621 of 1978.
8. The Supervisor shall be required to monitor the expenditures of each department, board and commission to ensure that expenditures do not exceed the budgeted amount, and shall make recommendations to the Tyrone Township Board to amend the budget when such action seems necessary.
9. The Supervisor shall provide quarterly reports of actual revenues and expenditures compared to budgeted amounts, as required by the Act. Quarterly reports shall be provided to the Tyrone Township Board for the first three-quarters; thereafter, the comparison reports shall be required monthly until the end of the fiscal year.

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10. The Tyrone Township Clerk has been authorized by board action on September 3, 1991, to obligate the Township in an amount up to \$2,000 without prior approval of the Board, and that the Clerk summarize the items and amounts so warranted and submit the report for approval of the Board at the following meeting as outlined by Resolution #090103 adopted January 20, 2009.
11. The Tyrone Township Clerk has been authorized, in action taken September 3, 1991, to make capital expenditures up to \$400 with authorization by the Board at the next meeting. Capital expenditures over \$400 must have prior Township Board approval.

FURTHER, BE IT RESOLVED THAT, after holding properly advertised public meetings, the Tyrone Township Board adopts the 2014-2015 budget of all funds by revenue and expense, as prepared and presented.

RESOLVED BY: Trustee Schultz

SUPPORTED BY: Treasurer Bunting-Smith

VOTE: Cunningham, yes; Kremer, yes; Bunting-Smith, yes; Gonzalez, yes; Pedersen, yes; Schultz, yes; Walker, absent.

ADOPTION DATE: March 25, 2014

CERTIFICATION OF THE CLERK

The undersigned, being the duly qualified and acting Clerk of Tyrone Township, Livingston County, Michigan, hereby certifies that (1) the foregoing is a true and complete copy of a resolution adopted by the Township Board at a regular meeting, held on March 25, 2014, at which meeting a quorum was present and remained throughout, (2) the original thereof is on file in the records in my office, (3) the meeting was conducted, and public notice thereof was given, pursuant to and in full compliance with the Open Meetings Act (Act No. 267, Public Acts of Michigan, 1976, as amended) and (4) minutes of such meeting were kept and will be or have been made available as required thereby.



Keith L. Kremer
Township Clerk

3. Request to extend the lawn & cemetery maintenance contract for three years.

Clerk Kremer moved to extend the lawn and cemetery maintenance contract with Murph's Turf for three years to expire April 19, 2017. (Trustee Gonzalez seconded.) The motion carried; all ayes.

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4. Request of the Supervisor to attend the MATS Spring Conference.

Treasurer Bunting-Smith moved to approve the Supervisor's request to attend the MATS Spring Conference. (Trustee Schultz seconded.) The motion carried; all ayes.

5. Award road chloride contract.

Trustee Gonzalez moved to award the road chloride contract to Chloride Solutions. (Trustee Schultz seconded.) The motion carried; all ayes. It was also agreed to have the company do four applications of 2,000 gallons, instead of the usual two applications of 4,000 gallons, to extend the dust control.

6. Discussion of Hartland Road repairs.

The Livingston County Road Commission submitted cost estimates to repair Hartland Road, north of White Lake Road. For budgeting purposes, estimates were given for three areas of the road. Treasurer Bunting-Smith moved to authorize the Supervisor to obtain bids for the Hartland Road repairs, designated as Area 1, which the board felt was the worst area. (Clerk Kremer seconded.) The motion carried; all ayes.

7. Request to approve the SPARK/Economic Development Council contract.

Clerk Kremer moved to authorize the payment to the SPARK/Economic Development Council per the third year of the contract. (Treasurer Bunting-Smith seconded.) The motion carried; 5 ayes, 1 nay (Cunningham).

8. Request to create a newsletter to go out with tax bills.

Treasurer Bunting-Smith moved to authorize the creation of a summer and winter newsletter to go out with the tax bills. (Trustee Gonzalez seconded.) The motion carried; all ayes.

9. Request to decline advanced payment of delinquent taxes.

Trustee Schultz moved to reject the advanced payment from the county for delinquent taxes. (Trustee Pedersen seconded.) The motion carried; all ayes.

10. Request to extend the due diligence and closing on White Lake Rd. property for 90 days.

Trustee Gonzalez moved to agree to extend the due diligence and closing deadlines on the White Lake Rd. property for 60 days with an increased non-refundable deposit of \$18,600. (Trustee Schultz seconded.) The motion carried; all ayes.

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MISCELLANEOUS BUSINESS

1. Update on Fenton Sand and Gravel land deposit.

The Treasurer updated the board on the status of the Fenton Sand & Gravel land payments. A partial payment has been received and she will be contacting Fenton Sand and Gravel soon.

PUBLIC REMARKS

None.

ADJOURNMENT

Trustee Pedersen moved to adjourn. (Trustee Gonzalez seconded.) The motion carried; all ayes. The meeting adjourned at 8:12 p.m.