

**TYRONE TOWNSHIP
REGULAR BOARD MEETING
APPROVED MINUTES – SEPTEMBER 1, 2015**

CALL TO ORDER

Supervisor Cunningham called the meeting of the Tyrone Township Board to order with the Pledge of Allegiance on September 1, 2015 at 7:00 p.m. at the Tyrone Township Hall.

ROLL CALL

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

APPROVAL OF AGENDA – OR CHANGES

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

The modifications were as follows:

Moved Unfinished Business items to follow New Business.
Added New Business #7 Request for carpet cleaning.

APPROVAL OF CONSENT AGENDA

**Regular Board Meeting Minutes- August 18, 2015
Clerk's Warrants & Bills**

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

COMMUNICATIONS

1. August 24, 2015 email from David Haver re. Irish Hills violation.

Treasurer Bunting-Smith moved to receive and place on file Communication #1 as presented. (Trustee Walker seconded.) The motion carried; all ayes.

PUBLIC REMARKS

Scott Dietrich (13505 White Lake Rd.) said a local business was violating an agreement. The Supervisor said he talked to Scott about this and the business is not in violation.

NEW BUSINESS

1. Presentation of township audit by Gabridge & Co.

Joe Verlin from Gabridge and Co. presented the results of the township's 2015 audit. Mr. Verlin congratulated the board and, especially, accountant Maureen Strayer for an excellent job. The audit will be posted to the township website.

2. Request of Richard Thenhaus for a sewer REU transfer.

Mr. Thenhaus requested to transfer a sewer REU (Residential Equivalent Unit) to another non-adjacent property he owns. The township attorney opined while there are special circumstances

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where an owner may petition the township to transfer an REU, this request did not meet the criteria. Clerk Kremer moved to deny Mr. Thenhaus' request to transfer the sewer REU. (Trustee Walker seconded.) The motion carried; all ayes.

3. Strategy regarding 74 acre parcel going to scavenger sale.

The board discussed the benefits of acquiring a 74 acre parcel going to scavenger sale. Trustee Gonzalez moved to authorize the Treasurer to bid up to \$225,000.00 on the parcel at the sale. (Trustee Pedersen seconded.) The motion carried; all ayes.

4. Request to purchase and install meeting room monitors and video/audio equipment.

Trustee Walker moved to authorize the purchase and installation of meeting room monitors and video/audio equipment from I.COMM Corporation for \$13,947.00. (Trustee Gonzalez seconded.) The motion carried; all ayes.

5. Request to strip and wax township hall floors.

Trustee Walker moved to accept the bid for \$1,426.00 to strip and wax the township office floors. (Trustee Schultz seconded.) The motion carried; all ayes.

6. Request to adopt a Public Inspection of Records policy.

**RESOLUTION #150901
TYRONE TOWNSHIP, LIVINGSTON COUNTY
PUBLIC INSPECTION OF RECORDS POLICY**

Public Inspection of Records. Upon receiving a verbal request to inspect township records, the township shall furnish the requesting person with a reasonable opportunity and reasonable facilities for inspection and examination of its public records.

A person shall be allowed to inspect public records during usual business hours, not less than four hours per day. The public does not have unlimited access to township offices or facilities, and a person may be required to inspect records at a specified counter or table, and in view of township personnel.

Township officials, appointees, staff or consultants/contractors assisting with inspection of public records shall inform any person inspecting records that only pencils, and no pens or ink, may be used to take notes.

In coordination with the official responsible for the records, the FOIA coordinator shall determine on a case-by-case basis when the township will provide copies of original records, to allow for blacking out exempt information, to protect old or delicate original records, or because the original record is a digital file or database not available for public inspection.

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The Clerk is responsible for identifying if records or information requested by the public is stored in digital files or e-mail, even if the public does not specifically request a digital file or e-mail.

A person cannot remove books, records or files from the place the township has provided for the inspection.

No documents shall be removed from the office of the custodian of those documents without permission of that custodian, except by court order, subpoena or for audit purposes. The official shall be given a receipt listing the records being removed. Documents may be removed from the office of the custodian of those documents with permission of that custodian to accommodate public inspection of those documents.

Copies May Be Required to Enable Public Inspection of Records. In coordination with the official responsible for the records, the FOIA coordinator will determine when the township will provide copies of original records, to allow for blacking out exempt information, to protect old or delicate original records, or because the original record is a digital file or database not available for public inspection.

A fee will be charged for copies made to enable public inspection of records, according to the township's FOIA policy.

RESOLVED BY: Trustee Walker
SUPPORTED BY: Trustee Schultz

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

ADOPTION DATE: September 1, 2015

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 September 1, 2015, 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

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7. Request to have the township office carpet cleaned.

Trustee Walker moved to accept the bid from Rendell's Cleaning Service for \$700.00 to clean the carpets in the township office. (Trustee Schultz seconded.) The motion carried; all ayes.

UNFINISHED BUSINESS

1. Land acquisition strategy.

A parcel of land has come up for sale and the board discussed the viability of purchasing some acres for future use. They agreed an aerial view needs to be obtained and to find out the wetlands vs. buildable soil price before negotiating further. No motion was made.

2. Request of the Supervisor to define the parameters of long term action plan.

The board discussed ways to produce a long term action plan regarding the aging township hall building. It was agreed to start the process, the Supervisor will have a complete inspection of the current building to help create a plan. No motion was made.

MISCELLANEOUS BUSINESS

None.

PUBLIC REMARKS

Scott Dietrich said dump trucks are beating up White Lake Rd. The Supervisor said he would tell the Sheriff to enforce the weight limit.

ADJOURNMENT

Trustee Walker moved to adjourn. (Trustee Gonzalez seconded.) The motion carried; all ayes. The meeting adjourned at 8:20 p.m.