

**TYRONE TOWNSHIP
REGULAR BOARD MEETING
APPROVED MINUTES – MARCH 26, 2019**

CALL TO ORDER

Supervisor Cunningham called the meeting of the Tyrone Township Board to order with the Pledge of Allegiance on March 26, 2019 at 7:00 p.m. at the Tyrone Township Hall.

ROLL CALL

Present: Supervisor Mike Cunningham, Treasurer Jennifer Eden, Clerk Marcella Husted, Trustees David Walker, Al Pool, Soren Pedersen and Chuck Schultz.

APPROVAL OF AGENDA – OR CHANGES

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

APPROVAL OF CONSENT AGENDA

**Regular Board Meeting Minutes – March 5, 2019
Treasurer's Report
Clerk's Warrants & Bills**

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

COMMUNICATIONS

- 1. Livingston County Sheriff Report- January 2019**
- 2. Livingston County Sheriff Report- February 2019**
- 3. Fire Run Collection Report- February 2019**
- 4. Planning Commission Approved Meeting Minutes- February 12, 2019**
- 5. Planning Commission Meeting Synopsis- March 12, 2019**

Trustee Pool moved to receive and place on file Communications #1-5 as presented. (Trustee Walker seconded.) The motion carried; all ayes.

PUBLIC REMARKS

Paul White (Foley Rd.) and Linda and Glen McFarland (Hartland Rd.) asked questions regarding the purchase of a new building to serve as the township hall.

UNFINISHED BUSINESS

- 1. Presentation of the new township building.**

Kevin Wilks, from the Spicer Group engineering firm, gave a slide presentation in which he analyzed the township's options of renovating the existing township hall, purchasing an existing building within the township, or purchasing property and building a new building.

NEW BUSINESS

- 1. Request of the Rock Church for Site Plan and Special Land Use approval.**

Trustee Pool moved to approve the Site Plan and Special Land Use Permit for the Rock Church as recommended by the Planning Commission. (Trustee Walker seconded.) The motion carried; all ayes.

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2. Request of Cider Mill Crossings to amend their existing consent judgment.

Trustee Pool moved to approve the amendment to the Cider Mill Crossings consent judgment to convert their emergency entrance/exit to a full-time entrance/exit. They are also required to have a \$500 escrow account to allow the township attorney to write the amendment. (Trustee Schultz seconded.) The motion carried; all ayes.

3. Authorization for Spicer to prepare bid estimate and be project manager for new building.

Trustee Walker moved to authorize Spicer Engineering to prepare the bid estimate and act as project manager for the new building renovations. (Trustee Schultz seconded.) The motion carried; all ayes.

4. Adjust and approve the 2018-2019 budget.

Trustee Walker moved to approve the final 2018-2019 fiscal year budget amendments by fund. (Treasurer Eden seconded.) The motion carried; all ayes. The adopted amendments are as follows:

Proposed Final Budget Amendments by Fund for Fiscal Year 2018/2019

Fund	Department	Account No.	Account Name	Current Budget	Current Balance as of 3/26/18	Suggested Amendment
GENERAL FUND	TOWNSHIP BOARD			\$ 109,779.00	\$ 95,701.44	\$ 10,000.00
GENERAL FUND	CLERK			\$ 149,971.00	\$ 153,700.17	\$ 10,000.00
GENERAL FUND	BUILDING			\$ 39,731.00	\$ 39,170.51	\$ 4,000.00
GENERAL FUND	COMMUNITY ACTION			\$ 2,600.00	\$ -	\$ 900.00
PUBLIC IMPROVEMENT BUILDING & SITE	Fund 145		BUILDING ADDITIONS	\$ -	\$ 11,900.00	\$ 20,000.00
PUBLIC SAFETY	Fund 205		FIRE & EMS	\$ 425,700.00	\$ 388,468.00	\$ 70,000.00
WALNUT SHORES STREET LIGHTING	Fund 219		PUBLIC WORKS	\$ 150.00	\$ 144.01	\$ 30.00
PARKIN LANE SNOW REMOVAL	Fund 231		PUBLIC WORKS	\$ 5,000.00	\$ 9,952.30	\$ 5,500.00
RIGHT OF WAY	Fund 260		PUBLIC WORKS	\$ 8,000.00	\$ 12,500.00	\$ 4,500.00
PARKIN LANE ROAD IMPROVEMENTS	Fund 396		PUBLIC WORKS	\$ -	\$ 206.55	\$ 207.00
LAKE SHANNON ROAD IMPROVEMENT PROJECT		399-446.000-995.000	BOND INTEREST EXPENSE	\$ -	\$ 14,905.78	\$ 14,906.00
LAUREL SPRINGS ROAD IMPROVEMENT	Fund 400		PUBLIC WORKS	\$ -	\$ 2,132.68	\$ 5,000.00
SEWER O&M	Fund 590		SEWER O&M	\$ 606,415.00	\$ 615,190.94	\$ 70,000.00

5. Approval of the Fenton Township fire service agreement.

Trustee Walker moved to approve the fire service contract with Fenton Township. (Trustee Schultz seconded.) The motion carried; all ayes.

6. Approval of the Comcast Franchise Agreement.

Trustee Walker moved to approve the Comcast Franchise Agreement. (Trustee Pool seconded.) The motion carried; all ayes.

7. Livingston County Sheriff Contract 2019-2022.

Trustee Walker moved to approve the Livingston County Sheriff 2019-2022 Contract for police services in within the township. (Trustee Schultz seconded.) The motion carried; all ayes.

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8. Property & Casualty insurance policy approval.

Trustee Walker moved to approve the property and casualty insurance policy for the township hall for the cost of \$16,757.00. (Trustee Schultz seconded.) The motion carried; 6 ayes, 1 nay (Cunningham).

9. Authorization to purchase required 4G modems for election equipment.

Trustee Walker moved to purchase six 4G modems to update the Verity Scan devices used for elections, as required. (Trustee Schultz seconded.) The motion carried; all ayes.

10. Resolution to establish the 2019-2020 Supervisor's salary.

RESOLUTION #190305
TYRONE TOWNSHIP, LIVINGSTON COUNTY

TO ESTABLISH THE TOWNSHIP
SUPERVISOR'S SALARY FOR THE 2019-2020 FISCAL YEAR

WHEREAS, pursuant to MCLA 41.95(3), which provides that in a Township that does not hold an annual meeting, the salary for officers composing the Township Board shall be determined by the Township Board; and

WHEREAS, the Board of Tyrone Township deems it desirable to adjust the salary of the Township Supervisor to ensure that compensation for this position remains equitable and commensurate with the duties of said elective office;

NOW, THEREFORE, BE IT RESOLVED, that as of April 1, 2019, the salary for the office of Tyrone Township Supervisor shall be \$44,290.00.

RESOLVED BY: Trustee Pool

SUPPORTED BY: Trustee Schultz

VOTE: Pedersen, yes; Schultz, yes; Walker, yes; Pool, yes; Eden, yes; Cunningham, yes; Husted, yes.

ADOPTION DATE: March 26, 2019

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 26, 2019, 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

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Michigan, 1976, as amended) and (4) minutes of such meeting were kept and will be or have been made available as required thereby.



Marcella Husted
Township Clerk

11. Resolution to establish the 2019-2020 Clerk's salary.

RESOLUTION #190306
TYRONE TOWNSHIP, LIVINGSTON COUNTY

TO ESTABLISH THE TOWNSHIP
CLERK'S SALARY FOR THE 2019-2020 FISCAL YEAR

WHEREAS, pursuant to MCLA 41.95(3), which provides that in a Township that does not hold an annual meeting, the salary for officers composing the Township Board shall be determined by the Township Board; and

WHEREAS, the Board of Tyrone Township deems it desirable to adjust the salary of the Township Clerk to ensure that compensation for this position remains equitable and commensurate with the duties of said elective office;

NOW, THEREFORE, BE IT RESOLVED, that as of April 1, 2019, the salary for the office of Tyrone Township Clerk shall be \$44,290.00.

RESOLVED BY: Trustee Schultz

SUPPORTED BY: Trustee Pedersen

VOTE: Cunningham, yes; Eden, yes; Pool, yes; Walker, yes; Schultz, yes; Pedersen, yes; Husted, yes.

ADOPTION DATE: March 26, 2019

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Michigan, 1976, as amended) and (4) minutes of such meeting were kept and will be or have been made available as required thereby.



Marcella Husted
Township Clerk

12. Resolution to establish the 2019-2020 Treasurer's salary.

RESOLUTION #190307
TYRONE TOWNSHIP, LIVINGSTON COUNTY

TO ESTABLISH THE TOWNSHIP
TREASURER'S SALARY FOR THE 2019-2020 FISCAL YEAR

WHEREAS, pursuant to MCLA 41.95(3), which provides that in a Township that does not hold an annual meeting, the salary for officers composing the Township Board shall be determined by the Township Board; and

WHEREAS, the Board of Tyrone Township deems it desirable to adjust the salary of the Township Treasurer to ensure that compensation for this position remains equitable and commensurate with the duties of said elective office;

NOW, THEREFORE, BE IT RESOLVED, that as of April 1, 2019, the salary for the office of Tyrone Township Treasurer shall be \$44,290.00.

RESOLVED BY: Trustee Pool
SUPPORTED BY: Trustee Schultz

VOTE: Schultz, yes; Walker, yes; Cunningham, yes; Pool, yes; Eden, yes; Pedersen, yes; Husted, yes.

ADOPTION DATE: March 26, 2019

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Michigan, 1976, as amended) and (4) minutes of such meeting were kept and will be or have been made available as required thereby.



Marcella Husted
Township Clerk

13. Resolution to establish the 2019-2020 Trustees' salary.

RESOLUTION #190308
TYRONE TOWNSHIP, LIVINGSTON COUNTY

TO ESTABLISH THE TOWNSHIP
TRUSTEE'S SALARY FOR THE 2019-2020 FISCAL YEAR

WHEREAS, pursuant to MCLA 41.95(3), which provides that in a Township that does not hold an annual meeting, the salary for Trustees composing the Township Board shall be determined by the Township Board; and

WHEREAS, the Board of Tyrone Township deems it desirable to adjust the salary of the Township Trustees to ensure that compensation for this position remains equitable and commensurate with the duties of said elective office;

NOW, THEREFORE, BE IT RESOLVED, that as of April 1, 2019, the salary for the office of Tyrone Township Trustee shall be \$205.82 per meeting attended.

RESOLVED BY: Treasurer Eden

SUPPORTED BY: Supervisor Cunningham

VOTE: Pool, no; Pedersen, yes; Schultz, yes; Walker, no; Eden, yes; Cunningham, yes, Husted, yes.

ADOPTION DATE: March 26, 2019

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Michigan, 1976, as amended) and (4) minutes of such meeting were kept and will be or have been made available as required thereby.



Marcella Husted
Township Clerk

14. General Appropriation Measure Resolution.

RESOLUTION #190309
TYRONE TOWNSHIP, LIVINGSTON COUNTY

BUDGET FOR FISCAL YEAR ENDING MARCH 31, 2020

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 2018-2019 budget and for establishing a 2019-2020 budget, in accordance with said Act, be set forth as follows:

1. The chief administrative officer of the budget shall be the Supervisor.
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, 2019, 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, 2019, 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, 2020, 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.

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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.
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, pursuant to MCL 141.412 notice of a public hearing on the proposed budget was published in the Tri-County Times on March 3, 2019, and a public hearing on the proposed budget was held on March 5, 2019, the Tyrone Township Board adopts the 2019-2020 budget of all funds by revenue and expense, as prepared and presented.

RESOLVED BY: Trustee Walker
SUPPORTED BY: Treasurer Eden

VOTE: Pool, yes; Eden, yes; Cunningham, yes; Pedersen, yes; Schultz, yes; Walker, yes; Husted, yes.

ADOPTION DATE: March 26, 2019

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Marcella Husted
Township Clerk

15. Headlee Operating Tax Millage Rate Resolution.

RESOLUTION #190310
TYRONE TOWNSHIP, LIVINGSTON COUNTY

ESTABLISHING FISCAL YEAR 2019-2020 OPERATING TAX MILLAGE RATE AS
DIRECTED BY THE HEADLEE ROLLBACK CALCULATION

WHEREAS, the Tyrone Township Board has carefully examined the financial circumstances of the Township for the 2019-2020 fiscal year, including estimated expenditures, estimated revenues and state equalized valuation of property located within the Township;

NOW, THEREFORE, BE IT RESOLVED, that the Tyrone Township Board has complete authority and hereby authorizes up to .9018 mills to be levied for operating purposes in Fiscal Year 2019-2020 from within its authorized millage rate.

RESOLVED BY: Trustee Walker
SUPPORTED BY: Trustee Pool

VOTE: Schultz, yes; Walker, yes; Pool, yes; Eden, yes; Cunningham, yes; Pedersen, yes; Husted, yes.

ADOPTION DATE: March 26, 2019

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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.



Marcella Husted
Township Clerk

MISCELLANEOUS BUSINESS

None.

PUBLIC REMARKS

None.

ADJOURNMENT

Trustee Walker moved to adjourn. (Trustee Pedersen seconded.) The motion carried; all ayes.
The meeting adjourned at 8:00 p.m.