

**TYRONE TOWNSHIP
PUBLIC HEARING & REGULAR BOARD MEETING
APPROVED MINUTES – MARCH 3, 2020**

CALL TO ORDER

Supervisor Cunningham called the meeting of the Tyrone Township Board to order with the Pledge of Allegiance on March 3, 2020 at 7:00 p.m. at the Tyrone Township Hall.

ROLL CALL

Present: Supervisor Mike Cunningham, Treasurer Jennifer Eden, Clerk Marcella Husted, Trustees Kurt Schulze, Chuck Schultz and Soren Pedersen. Absent: Trustee David Walker.

PUBLIC HEARING

Supervisor Cunningham opened the public hearing at 7:00 p.m. The purpose of the public hearing was to review the proposed 2020-2021 Fiscal Year Township Budget and hear comments. Supervisor Cunningham presented the budget. A resident asked what would happen with the historic township hall. Supervisor Cunningham said the purchase agreement for the Center Road property has a clause that allows the township to own the historic building for eighteen months to decide whether it can be moved or used in the future. The public hearing closed at 7:16 p.m.

APPROVAL OF AGENDA – OR CHANGES

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

The amendments were as follows:

Added: Resolution to appoint signees to execute real estate documents.

Added: Resignation of Trustee Soren Pedersen.

APPROVAL OF CONSENT AGENDA

Regular Board Meeting Minutes – February 18, 2020

Special Board Meeting Minutes – February 20, 2020

Clerk's Warrants and Bills

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

COMMUNICATIONS

1. Fire Run Collection Report

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

PUBLIC REMARKS

None.

UNFINISHED BUSINESS

None.

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NEW BUSINESS

1. Request of David Dunville to appeal a fire service charge.

Trustee Schultz moved to dismiss the fire service charge for David Dunville. (Clerk Husted seconded.) The motion carried; all ayes. Mr. Dunville explained how the charge was a financial hardship.

2. Oaks of Tyrone (Formerly Sanctuary at Tyrone) conditional rezoning application.

Dan Boss, the developer of the Oaks of Tyrone, his attorney and partner explained their need for a conditional rezoning of their property, Trustee Schulze moved to table the application request to the next board meeting. (Trustee Schultz seconded.) The motion carried; all ayes

3. Headlee Operating Tax Millage Rate Resolution.

RESOLUTION #200301
TYRONE TOWNSHIP, LIVINGSTON COUNTY

ESTABLISHING FISCAL YEAR 2020-2021 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 2020-2021 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 2020-2021 from within its authorized millage rate.

RESOLVED BY: Trustee Schultz
SUPPORTED BY: Trustee Schulze

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

ADOPTION DATE: March 3, 2020

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 3, 2020, 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,

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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

4. Resolution to adopt the 2020-2021 budget by department totals.

RESOLUTION #200302
TYRONE TOWNSHIP, LIVINGSTON COUNTY

RESOLUTION TO ADOPT 2020-2021 BUDGET FOR THE GENERAL FUND

	2020-2021 Proposed Budget
101 General Fund Revenues	\$ 1,582,675
Department Expenses	
101 - Township Board	112,771
171 - Supervisor	50,398
215 - Clerk	142,850
247 - Board of review	2,200
253 - Treasurer	144,071
257 - Assessing	102,748
262 - Elections	57,271
265 - Building and Grounds	45,839
276 - Cemeteries	10,424
299 - Unallocated	17,073
441 - Public Works	12,000
448 - Street Lighting	2,546
685 - Social Services	4,600
721 - Planning Commission	89,867
722 - Zoning Board of Appeals	4,016
723 - Zoning Administrator	39,834
724 - Ordinance Enforcement	29,770
747 - Community Action Programs	3,500
851 - Insurance, Bonds & Fringes	145,400
966 - Transfers Out	475,000
Total Department Expenses	\$ 1,492,178
Surplus (Deficit)	\$ 90,497

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	<u>Revenue</u>	<u>Expenses</u>	<u>Surplus (Deficit)</u>
Public Improvement Bldg & Site	\$ 330,000	\$ 40,630	\$ 289,370
Public Safety	668,670	578,247	90,423
Liquor Law Enforcement	3,000	3,000	-
Jayne Hill Street Lighting	520	1,300	(780) Use fund balance
Walnut Shores Street Lighting	100	160	(60) Use fund balance
Shannon Glen Rubbish Removal	4,956	4,543	413
Jayne Hill Rubbish Removal	18,029	19,631	(1,602) Use fund balance
Apple Orchard Rubbish Removal	6,601	6,396	205
Silver Lake Estates Rubbish Removal	14,025	14,209	(184) Use fund balance
Parkin Lane Snow Removal	6,510	10,200	(3,690) Use fund balance
Great Oaks Drive	2,960	3,250	(290) Use fund balance
Laurel Springs Rubbish Removal	8,155	5,851	2,304
Public Improvement Road	280,000	550,000	(270,000) Use fund balance
Township Improvement Revolving	195,000	-	195,000
Right of Way	8,800	10,000	(1,200) Use fund balance
Public Education Grant	50,000	60,000	(10,000) Use fund balance
Parkin Lane Road Improvement	32,048	41,378	(9,330) Use fund balance
Lake Shannon Road Improvement	128,350	140,400	(12,050) Use fund balance
Laurel Springs Road Improvement	11,582	31,835	(20,253) Use fund balance
Irish Hills Road Improvement	48,589	31,294	17,295
Sewer 2003	799,594	1,604,696	(805,102) Use fund balance
Public Works Sewer O&M	632,584	750,400	(117,816) Use fund balance

RESOLVED BY: Trustee Schultz
SUPPORTED BY: Trustee Schulze

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

ADOPTION DATE: March 3, 2020

CERTIFICATION OF THE CLERK

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Marcella Husted
Township Clerk

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5. Request to opt in or out of Senate Bill #7 health insurance provision for the 2020-2021 fiscal year.

RESOLUTION #200303
TYRONE TOWNSHIP, LIVINGSTON COUNTY

TO OPT-OUT OF SENATE BILL #7 HEALTH CARE PROVISION

Trustee Schulze resolved to adopt Resolution #200303 to opt out of the Senate Bill #7 health care provision for fiscal year 2020-2021. (Trustee Schultz seconded). The motion carried; all ayes.

VOTE: Pedersen, yes; Cunningham, yes; Husted, yes; Eden, yes; Schulze, yes; Schultz, yes; Walker, absent

ADOPTION DATE: March 3, 2020

CERTIFICATION OF THE CLERK

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Marcella Husted
Township Clerk

6. Resolution to establish the 2020-2021 Supervisor's salary.

RESOLUTION #200304
TYRONE TOWNSHIP, LIVINGSTON COUNTY

TO ESTABLISH THE TOWNSHIP
SUPERVISOR'S SALARY FOR THE 2020-2021 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;

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NOW, THEREFORE, BE IT RESOLVED, that as of April 1, 2020, the salary for the office of Tyrone Township Supervisor shall be \$45,620.00.

RESOLVED BY: Trustee Schulze
SUPPORTED BY: Trustee Schultz

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

ADOPTION DATE: March 3, 2020

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 3, 2020, 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.



Marcella Husted
Township Clerk

7. Resolution to establish the 2020-2021 Clerk's salary.

RESOLUTION #200305
TYRONE TOWNSHIP, LIVINGSTON COUNTY

TO ESTABLISH THE TOWNSHIP
CLERK'S SALARY FOR THE 2020-2021 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, 2020, the salary for the office of Tyrone Township Clerk shall be \$45,620.00.

RESOLVED BY: Trustee Schultz
SUPPORTED BY: Trustee Schulze

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

ADOPTION DATE: March 3, 2020

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 3, 2020, 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.



Marcella Husted
Township Clerk

8. Resolution to establish the 2020-2021 Treasurer's salary.

RESOLUTION #200306
TYRONE TOWNSHIP, LIVINGSTON COUNTY

TO ESTABLISH THE TOWNSHIP
TREASURER'S SALARY FOR THE 2020-2021 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, 2020, the salary for the office of Tyrone Township Treasurer shall be \$45,620.00.

RESOLVED BY: Trustee Schultz

SUPPORTED BY: Trustee Schulze

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

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PUBLIC HEARING & REGULAR BOARD MEETING
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ADOPTION DATE: March 3, 2020

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 3, 2020, 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.



Marcella Husted
Township Clerk

9. Resolution to establish the 2020-2021 Trustees' salary.

RESOLUTION #200307
TYRONE TOWNSHIP, LIVINGSTON COUNTY

TO ESTABLISH THE TOWNSHIP
TRUSTEE'S SALARY FOR THE 2020-2021 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, 2020, the salary for the office of Tyrone Township Trustee shall be \$205.82 per meeting attended.

RESOLVED BY: Treasurer Eden

SUPPORTED BY: Clerk Husted

VOTE: Cunningham, yes; Husted, yes; Eden, yes; Schulze, yes; Pedersen, no; Schultz, yes; Walker, absent

ADOPTION DATE: March 3, 2020

**TYRONE TOWNSHIP
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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 3, 2020, 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.



Marcella Husted
Township Clerk

10. General Appropriation Measure Resolution.

RESOLUTION #200308
TYRONE TOWNSHIP, LIVINGSTON COUNTY

BUDGET FOR FISCAL YEAR ENDING MARCH 31, 2021

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 2019-2020 budget and for establishing a 2020-2021 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, 2020, 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, 2020, 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.

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5. No later than February 1, 2021, 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.
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 on March 1, 2020, and a public hearing on the proposed budget was held on March 3, 2020, the Tyrone Township Board adopts the 2020-2021 budget of all funds by revenue and expense, as prepared and presented.

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RESOLVED BY: Trustee Schulze
SUPPORTED BY: Treasurer Eden

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

ADOPTION DATE: March 3, 2020

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 3, 2020, 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.



Marcella Husted
Township Clerk

11. Request to write off uncollectible fire service accounts.

Trustee Schultz moved to write off the uncollectible fire service accounts in the amount of \$4,196.00 as presented. (Trustee Schulze seconded.) The motion carried; all ayes.

12. Appoint signees to execute real estate documents.

RESOLUTION #200309
TYRONE TOWNSHIP, LIVINGSTON COUNTY

TO APPOINT SIGNEES TO EXECUTE REAL ESTATE DOCUMENTS

WHEREAS, the Township Board of Tyrone Township has authorized the sale of its real estate with common address of 10408 Center Road, Tyrone Township, Livingston County, Michigan, and;

WHEREAS, Send The Light LLC has offered to purchase the real estate and a purchase agreement has been accepted by Tyrone Township; and

WHEREAS, the Township Board of Tyrone Township wishes to appoint its Supervisor, Michael Cunningham, and its Treasurer, Jennifer Eden, to execute all documents necessary to complete the sale of its real estate to Send The Light LLC;

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NOW, THEREFORE, BE IT RESOLVED, that the Township Board of Tyrone Township, Livingston County, resolves and appoints its Supervisor, Michael Cunningham, and its Treasurer, Jennifer Eden, to execute all documents necessary to complete the sale of its real estate to Send The Light LLC.

RESOLVED BY: Trustee Schultz
SUPPORTED BY: Trustee Schulze

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

ADOPTION DATE: March 3, 2020

CERTIFICATION OF THE CLERK

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Marcella Husted
Township Clerk

13. Resignation of Trustee Soren Pedersen.

RESOLUTION #200310
TYRONE TOWNSHIP, LIVINGSTON COUNTY

RESIGNATION OF TRUSTEE SOREN PEDERSEN

Trustee Schulze resolved to accept the resignation of Soren Pedersen as Township Trustee effective March 20, 2020. (Treasurer Eden seconded). The motion carried; all ayes.

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

ADOPTION DATE: March 3, 3030

**TYRONE TOWNSHIP
PUBLIC HEARING & REGULAR BOARD MEETING
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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 3, 2020, 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.



Marcella Husted
Township Clerk

14. Closed session to discuss confidential attorney client letter.

RESOLUTION #200311
TYRONE TOWNSHIP, LIVINGSTON COUNTY

CLOSED SESSION

Supervisor Cunningham resolved to convene in closed session to discuss a confidential attorney client letter. (Treasurer Eden seconded.)

Roll call: Pedersen, yes; Cunningham, yes; Schulze, yes; Schultz, yes; Eden, yes; Husted, yes; Walker, absent.

The board convened in closed session at 8:55 p.m.

* * * * * Closed Session Minutes * * * * *

The board reconvened in open session at 9:54 p.m.

MISCELLANEOUS BUSINESS

None.

PUBLIC REMARKS

None.

ADJOURNMENT

Trustee Schulze moved to adjourn. (Trustee Schultz seconded.) The motion carried; all ayes. The meeting adjourned at 9:54 p.m.