

June 14, 2010

LAPEER TOWNSHIP REGULAR BOARD MEETING

Lapeer Township Offices and Community Building
1500 Morris Road, Lapeer Township, Lapeer County, Michigan

BOARD PRESENT: Clerk Dawn Walker, Supervisor Scott Jarvis, Treasurer Lori Ann Taylor, Trustees John Rutzen and Bill Blaine.

OTHERS PRESENT: Deputy Clerk Bradford, Police Chief William Marshall, Leonard Lumley, Commissioner Jarvis, Commissioner Schneider, John Best, Tom Nass, Fred Green, Ken Ewing, Tim Roodvoets, Phil Thick, Ryan Lake & guest, Aaron Bond and Emily Caswell.

The Lapeer Township annual meeting was closed at 7:44 p.m.
Supervisor Jarvis called the regular board meeting to order at 7:52 p.m. after a brief intermission.

CONSENT
AGENDA:

General correspondence for review:
Police Statistics for May 2010
Fire Report for May 2010
Greater Lapeer Transportation Authority

M-065-10: **MOVED** by Blaine, support by Taylor to approve the agenda. A vote was taken. Yes': All (5). **MOTION CARRIED.**

PUBLIC TIME: None at this time.

M-066-10: **MOVED** by Rutzen, support by Blaine to approve the May 10, 2010 regular board minutes as written. A vote was taken. Yes': All (5). **MOTION CARRIED.**

AGENDA:

TREASURERS
REPORT
M-067-10:

MAY 2010

FUND	CLOSING BALANCE
UNRESTRICTED FUNDS	
Lapeer County Bank & Trust - General Fund Checking	\$500.00
Lapeer County Bank & Trust - General Fund Saving	\$14,536.39
COMERICA - Revolving Improvement	\$241,846.28
COMERICA - Capital Improvement	\$174,222.49
General Fund J-Account	\$94,209.47
Chase Bank - Investment	\$155,892.59
Cutwater Investment - Investment	\$163,330.53
Cutwater Investment MBIA - State Share	\$102,961.64
LCBT #1 - .90% Matures 4-11 Re-newed	\$102,015.05
LCBT #2 - 2% Matures 6-10	\$152,255.04
MBS Securities - .37 % CD Matures 3-25-11	\$99,000.00
MBS - Bank of America - .55% CD Matures 3-31-11	\$100,000.00
General Township Working Totals:	\$1,400,769.48
MM/CD's/Investment Only:	\$772,493.21
RESTRICTED FUNDS	
Lapeer County Bank & Trust - Disaster Contingency	\$300.75
Lapeer County Bank & Trust - Liquor Law Enforcement	\$944.75
Lapeer County Bank & Trust - Cemetery Trust	\$34,435.25
Lapeer County Bank & Trust - Trust & Agency	\$147.86
Lapeer County Bank & Trust - Lapeer Township Police Community Service	\$1,606.10
National City Bank - Tax Collection	\$9,725.37

MOVED by Walker, support by Blaine to accept the May Treasurers report. A vote was taken. Yes': All (5). **MOTION CARRIED.**

Commissioner Lenny Schneider & Ken Ewing departed at 8:20 p.m.

CLERKS
REPORTS:

Clerk Walker presented the following:

- Budget amendments.
- Vouchers presented from May 16th thru June 15th, including payroll from June 7, 2010.

Discussion followed.

Budget Amendments needed for current month as follows:

CONTRIBUTIONS TO OTHER FUNDS	INCREASE	DECREASE
101-969-246 – CONTRIBUTION TO REVOLVING IMPROVEMENT FUND	55,000.00	
101-969-471 – CONTRIBUTION TO CAPITAL IMPROVEMENT FUND	30,000.00	
101-751-974.0 – REC & CULTURE, LAND IMPROVEMENTS		65,000.00
101-301-978.0 – LAW ENFORCEMENT - EQUIPMENT & HARDWARE		9,000.00
101-336-974.0 – FIRE SERVICE, LAND IMPROVEMENT		1,970.00
101-265-945 – TOWNSHIP HALL, LEASE SECURITY SYSTEMS		330.00
101-400-801.0 – PC, PROFESSIONAL SERVICES		8,000.00
101-410-705.0 – ZBA WAGES		450.00
101-410-900 – ZBA PUBLISHING		250.00
101-699-471 – RECEIVED FROM CAPITAL IMPROVEMENT FUND		80,000.00
246-000-676.1 – RECEIVED FROM GENERAL FUND	50,000.00	
246-665-000 – INTEREST		1,696.00
471-000-676.1 – RECEIVED FROM GENERAL FUND	20,000.00	
471-665-000 – INTEREST		1,276.00
150-665-000 – INTEREST		85.00
150-967-966 – TRANSFER IN/OUT		85.00
EXPENSE ADJUSTMENTS	INCREASE	DECREASE
101-215-9850 – CLERK, SOFTWARE	280.00	
101-263-9850 – GENERAL OFFICE, SOFTWARE	550.00	
101-263-7400 – GENERAL OFFICE, OPERATING	300.00	
101-263-8010 – GENERAL OFFICE, PROFESSIONAL SERVICES	600.00	
101-301-8010 – LAW ENFORCEMENT, PROFESSIONAL SERVICES	350.00	
101-266-8011 – ATTORNEY, GOVERNMENT BODY	1,500.00	
101-446-9692 – ROADS, MAINTENANCE	17,000.00	
101-851-910 – INSURANCE		4,000.00
101-890-890 – CONTINGENCIES		9,000.00
101-262-7050 – ELECTION WAGES		2,000.00
101-265-9750 – TOWNSHIP HALL, BUILDING IMPROVEMENT		3,000.00
101-223-801.0 – AUDIT, PROFESSIONAL SERVICES		400.00
101-336-974.0 – FIRE SERVICES, LAND IMPROVEMENT		1,030.00
101-263-7040 – GENERAL OFFICE, WAGES		1,000.00
101-263-7270 – GENERAL OFFICE, SUPPLIES		150.00
101-257-8010 – ASSESSING, PROFESSIONAL SERVICES		9,000.00
101-265-9740 – TOWNSHIP HALL GROUNDS, LAND IMPROVEMENT	9,000.00	
INCOME ADJUSTMENTS	INCREASE	DECREASE
101-665-000 – INTEREST		8,000.00
101-402-000 – CURRENT YEAR TAXES	4,000.00	
101-447-000 – ADMIN FEES	3,000.00	
101-630-000 – LOT FEES	1,000.00	
101-540-000 – LCCF GRANT RECEIVED	16,897.00	

BUDGET
AMENDMENTS:
M-068-10:

MOVED by Rutzen, support by Jarvis to approve the budget amendments. A vote was taken. Yes': All (5). **MOTION CARRIED.**

PAYMENT OF
VOUCHERS:
M-069-10:

MOVED by Blaine, support by Rutzen to approve payment of the vouchers. A vote was taken. Yes': All (5). **MOTION CARRIED.**

LAKES & LAWN:
M-070-10:

MOVED by Rutzen, support by Taylor to approve payment of invoices in the amount of \$4,634.00. A roll call vote was taken: Rutzen; yes, Taylor; yes, Walker; no, Jarvis; no, Blaine; no. Motion failed.

MOVED by Jarvis, support by Blaine to offer \$3,900.00 as payment in full. Ryan Lake stated he would not accept these terms. A roll call vote was taken: Jarvis; yes, Blaine; yes, Walker; no, Rutzen; no, Taylor; no. Motion failed.

MOVED by Blaine, support by Walker to offer a payment of \$4,200.00 with the stipulation that Ryan Lake sign off as paid in full upon receipt of the check. A roll call vote was taken: Blaine; yes, Walker; yes, Rutzen; yes, Taylor; yes, Jarvis; no. Yes': (4), Nay': (1). **MOTION CARRIED.**

FIREWORKS
CONTRIBUTION:
M-071-10:

MOVED by Jarvis, support by Walker to donate \$200.00 in support of the 4th of July celebration. A vote was taken. Yes': All (5). **MOTION CARRIED.**

FIRE BILLING
BOWERS ROAD:

Discussion ensued amongst the board members regarding a fire, incident 10-072 of April 5, 2010 on the City/Township border. All board members agreed that the incident was not billable and that the Township should not have the invoice count as a Lapeer Township incident.

PROTEST FIRE
RUN:
M-072-10:

MOVED by Jarvis, support by Blaine to reduce fire-run #2010-006 to \$500.00 from the original amount of \$2,500.00 contingent upon the following:

*Homeowner shall pay in full within thirty (30) days; or
The homeowner shall agree and enter into a monthly scheduled payment plan within thirty (30) days.*

If the terms of the agreement are not met by the homeowner, the amount due to the Township shall revert to the original invoiced amount of \$2,500.00.

*A roll call vote was taken: Jarvis; yes, Blaine; yes, Rutzen; yes, Taylor; yes, Walker; yes. **MOTION CARRIED.***

Commissioner Jarvis departed at 8:47 p.m.

Ryan Lake & guest and Aaron Bond departed at 8:58 p.m.

MTA INVOICE:
M-073-10:

MOVED by Jarvis, support by Walker to approve payment of the MTA invoice in the amount of \$3,403.91. A vote was taken. Yes': All (5). **MOTION CARRIED.**

GENERAL
APPROPRIATIONS
ACT - BUDGET
R-010-10:

MOVED by Walker, support by Taylor to adopt the Lapeer Township General Appropriation Act and budget for the 2010-2011 fiscal year as follows.

Township General Appropriations Act
Township of Lapeer
Fiscal Year 2010-2011

A resolution to establish a general appropriations act for Lapeer Township; to define the powers and duties of the Lapeer Township officers in relation to the administration of the budget; and to provide remedies for refusal or neglect to comply with the requirements of this resolution.

The Board of Trustees of Lapeer Township resolves:

Section 1: Title

This resolution shall be known as the Lapeer Township General Appropriations Act.

Section 2: Chief Administrative Officer

The Supervisor shall be the Chief Administrative Officer and shall perform the duties of the Chief Administrative Officer enumerated in this act.

Section 3: Fiscal Officer

The Clerk shall be the Fiscal Officer and shall perform the duties of the Fiscal Officer enumerated in this act.

Section 4: Public Hearings on the Budget

For general law townships: Pursuant to MCLA 141.412; MCLA 141.413, notice of a public hearing on the proposed budget was published in a newspaper of general circulation, being the LA View Newspaper on April 22, 2010, and a public hearing on the proposed budget was held on Monday, May 10, 2010.

Section 5: Estimated Revenues

Estimated Township General Fund revenues for fiscal year 2010-2011, including an allocated millage of 1.6072 mills; and various miscellaneous revenues shall total \$ 794,730.75.

Section 6: Millage Levy

The Lapeer Township Board shall cause to be levied and collected the general property tax on all real and personal property within the Township upon the current tax roll an amount equal to 1.6072 mills as authorized under state law and approved by the electorate.

Section 7: Estimated Expenditures

Estimated Township General Fund expenditures for fiscal year 2010-2011 for the various Township activities are as follows:

101101 – Trustees & Governing Body	13,980.00
101171 – Supervisor	32,131.00
101181 – Committee Members	3,500.00
101215 – Clerk	49,241.00
101223 – Audit	6,500.00
101247 – Board of Review	1,275.00
101253 – Treasurer	35,155.00
101257 – Assessor	45,694.00
101262 – Elections	8,600.00
101263 – General Office	39,490.00
101265 – Township Hall Grounds	35,400.00
101266 – Attorney	6,900.00
101276 – Cemetery	10,580.00
101651 – Health & Welfare	10,156.00
101852 – Other Township Functions	111,439.74
101301 – Law Enforcement	110,885.00
101336 – Fire Service	147,253.00
101371 – Inspection & Enforcement	500.00
101400 – Planning Commission	27,700.00
101410 – Zoning Board of Appeals	2,100.00
101440 – General Public Works	2,605.00
101445 – Drains at Large	650.00
101446 – Roads & Bridges	120,000.00

101448 – Streetlights	9,000.00
101751 – Recreation & Culture	51,897.00
101966 – Contribution to Other Funds	0.00
Total Expense	\$ 882,631.74

Section 8: Adoption of Budget by Reference

The general fund budget of Lapeer Township is hereby adopted by reference, with revenues and activity expenditures as indicated in Sections 5 and 7 of this act.

Section 8.01: Adoption of 150 – Cemetery Trust Fund

The Cemetery Trust Fund budget of Lapeer Township is hereby adopted by reference, with revenues budgeted of \$65.00, and activity expenditures budgeted of \$65.00.

Section 8.02: Adoption of 212 - Liquor Law Enforcement

The Liquor Law Enforcement budget of Lapeer Township is hereby adopted by reference, with revenues budgeted of \$801.00, and activity expenditures budgeted of \$801.00.

Section 8.03: Adoption of 246 – Revolving Improvement Fund

The Revolving Improvement Fund budget of Lapeer Township is hereby adopted by reference, with revenues budgeted of \$204.00, and activity expenditures budgeted of \$0.00.

Section 8.04: Adoption of 258 – Disaster Contingency Fund

The Disaster Contingency Fund budget of Lapeer Township is hereby adopted by reference, with revenues budgeted of \$.75, and activity expenditures budgeted of \$.75.

Section 8.05: Adoption of 471 – Capital Improvement Fund

The Capital Improvement Fund budget of Lapeer Township is hereby adopted by reference, with revenues budgeted of \$150.00, and activity expenditures budgeted of \$51,897.00.

Section 9: Adoption of Budget by Cost Center

The Board of Trustees of Lapeer Township adopts the 2010-2011 fiscal year general fund budget by cost center. Township officials responsible for the expenditures authorized in the budget may expend township funds up to, but not to exceed, the total appropriation authorized for each cost center, and may make transfers among the various line items contained in the cost center appropriation. However, no transfers of appropriations for line items related to personnel or capital outlays may be made without prior board approval by budget amendment.

Section 10: Appropriation not a Mandate to Spend

Appropriations will be deemed maximum authorizations to incur expenditures. The fiscal officer shall exercise supervision and control to ensure that expenditures are within appropriations, and shall not issue any township order for expenditures that exceed appropriations.

Section 11: Periodic Fiscal Reports

The Fiscal Officer shall transmit to the board at the end of each of the first three quarters, and at the end of each month occurring during the fourth quarter, a report of financial operations, including, but not limited to: a summary statement of the actual financial condition of the general fund at the end of the previous quarter (month); a summary statement showing the receipts and expenditures and encumbrances for the previous quarter (month) and for the current fiscal year to the end of the previous quarter (month).

Section 12: Limit on Obligations and Payments

No obligation shall be incurred against, and no payment shall be made from any appropriation account unless there is a sufficient unencumbered balance in the appropriation and sufficient funds are or will be available to meet the obligation.

Section 13: Budget Monitoring

Whenever it appears to the Fiscal Officer or the Township Board that the actual and probable revenues in any fund will be less than the estimated revenues upon which appropriations from such fund were based, and when it appears that expenditures shall exceed an appropriation, the Fiscal Officer shall present to the Township Board recommendations to prevent expenditures from exceeding available revenues or appropriations for the current fiscal year. Such recommendations shall include proposals for reducing appropriations, increasing revenues, or both.

Section 14: Violations of This Act

Any obligation incurred or payment authorized in violation of this resolution shall be void and shall subject any responsible official(s) or employee(s) to disciplinary action as outlined in P.A. 621 (1978).

Section 15: Board Adoption

Motion made by Walker, support by Taylor to adopt the foregoing resolution.
Upon a roll call vote, the following voted, aye: Walker; Taylor; Blaine; Jarvis; Rutzen.

Nays: none.

Abstain: none.

The Supervisor declared the motion carried and the resolution duly adopted on the 14th day of June 2010.

Chief Marshall departed at 9:00 p.m.

DRY HYDRANT
NEWARK RD:
M-074-10:

MOVED by Jarvis, support by Blaine to accept the quote by Floyd Delong & Son, LLC in the amount of \$2,080.00 to install a dry hydrant at 2274 Newark Road.
A vote was taken. Yes': All (5). **MOTION CARRIED.**

G. ANTONELLI
REFUND:
M-075-10:
MTA CLASS:
M-076-10:

MOVED by Jarvis, support by Rutzen to allow the Treasurer to release the remaining deposit on sign review #2010-001 in the amount of \$240.00.
A vote was taken. Yes': All (5). **MOTION CARRIED.**

MOVED by Jarvis, support by Rutzen to allow any elected or appointed official interested in attending the MTA - Human Resources class being held on Tuesday, August 10, 2010 at the Okemos Conference Center at a cost of \$125.00 shall be entitled to attend. A vote was taken. Yes': All (5). **MOTION CARRIED.**

ADMIN FEE
RESOLUTION:
R-011-10:

MOVED by Walker, support by Taylor to approve the Resolution to Impose Property Tax Administration Fee.

Resolution to Impose Property
Tax Administration Fee

Resolution offered by board member Walker, support by board member Taylor.

WHEREAS, The Township of Lapeer, Lapeer County, Michigan is responsible for Assessing ad valorem property taxes, collecting property tax levies, and handling review and appeal matters arising therefrom, and

WHEREAS, PA 503 of 1982 provides for imposition of a property tax administration fee (PTAF) of not more than one (1%) percent and,

WHEREAS, it is the desire of this Township Board to approve and authorize the imposition of a property tax administration fee as a fee to offset the cost incurred in assessing property values, collecting tax levies and in the review and appeal process.

NOW, THEREFORE, BE IT HEREBY RESOLVED by the Township Board of Lapeer Township that: The Township Board does hereby approve and authorize the imposition of a property tax administration fee of one percent (1%) on all sums voluntarily paid for property taxes before February 15 of the succeeding year in which the same shall become due and payable.

This resolution shall apply to all property tax levies that shall become due in 2010 or any year thereafter and this resolution shall continue in full force and effect unless and until revoked or rescinded by resolution of the Lapeer Township Board.

Upon a roll call vote the following voted: Walker; yes, Taylor; yes, Rutzen; yes, Blaine; yes, Jarvis; yes.
Nay: none
Abstain: none

The Supervisor declared this resolution adopted.

FENCING QUOTES:
M-077-10:

MOVED by Rutzen, support by Walker to accept the quote provided by Action Fence. A roll call vote was taken: Rutzen; yes, Walker; yes, Taylor; no, Jarvis; no, Blaine; no. **Motion died, due to lack of support.**

MOVED by Jarvis, support by Taylor to accept the quote provided by John Best. A roll call vote was taken: Jarvis; yes, Taylor; yes, Blaine; yes, Rutzen; no, Walker; no. Yes: (3), Nay: (2). **MOTION CARRIED.**

TRAIL DEVELOPMENT:

Trustee Rutzen informed the board members that he is interested in starting work on the trails at the Township hall. Discussion followed.

PUBLIC TIME: None at this time.

ADJOURNMENT: **MOVED** by Jarvis, support by Blaine to adjourn the meeting. The meeting was unanimously adjourned (at 9:30 p.m.).

Dawn M. Walker, Clerk

Nancy L. Bradford, Deputy Clerk