

July 12, 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: Police Chief William Marshall, Leonard Lumley, Commissioner Linda Jarvis, Commissioner Lenny Schneider, Resident Andrew Carvaggio (2936 Newark Rd.), Resident Kristin Allen (240 Michael Rd), resident Janet McInerney (230 Michael Rd.)

Supervisor Jarvis called the regular board meeting to order at 8:30 a.m. with a quorum present. All attendees stood for the pledge of allegiance.

CONSENT

AGENDA:

M-078-10:

The agenda was reviewed;

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

General correspondence for review:

Police Statistics for June 2010

Fire Report for June 2010

City of Lapeer, Fire Contract 2010-2011 fiscal year end, fee letter

The Burnham & Flower ING annuity plan was moved to the agenda for action.

PUBLIC TIME:

County Commissioner, Lenny Schneider spoke on behalf of the Board of County Commissioners.

Commissioner Linda Jarvis arrived at 8:50 a.m.

Clerk Walker spoke regarding recycling handouts passed out at the past recycling day (July 10).

AGENDA:

Commissioner Linda Jarvis departed at 9:05 a.m.

M-079-10:

MOVED by Blaine, support by Rutzen to approve the June 14, 2010 regular board minutes as written. A vote was taken. Yes': All (5). **MOTION CARRIED.**

M-080-10

MOVED by Blaine, support by Rutzen to pay the Lapeer County EMS 2010-2011 special assessment at \$2.00 per capita, in quarterly payments, for a total of \$10,156.00. A vote was taken. Yes': All (5). **MOTION CARRIED.**

TREASURERS

REPORT

M-081-10:

JUNE 2010

FUND	CLOSING BALANCE
UNRESTRICTED FUNDS	
Lapeer County Bank & Trust - General Fund Checking	\$670.39
Lapeer County Bank & Trust - General Fund Saving	\$35,226.64
COMERICA - Revolving Improvement	\$56,862.23
COMERICA - Revolving Improvement Money Market .55 matures June 2011	\$140,044.30
COMERICA - Capital Improvement	\$8,429.62
COMERICA - Capital Improvement Money Market .55 matures June 2011	\$100,021.09
General Fund J-Account	\$20,659.20
Huntington Bank - Revolving Improvement CD matures June 2011	\$100,000.00
Huntington Bank - Capital Improvement CD 1.26 matures June 2011	\$100,000.00
Chase Bank - Investment	\$155,955.96
Cutwater Investment - Investment	\$163,359.26
Cutwater Investment MBIA - State Share	\$78,711.98
LCBT #1 - .90% matures April 2011	\$102,015.05
LCBT #2 - 2% matures June 2010	\$153,022.57
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:	\$1,413,978.29
MM/CD's/Investment Only:	\$773,352.84
RESTRICTED FUNDS	
Lapeer County Bank & Trust - Disaster Contingency	\$300.00

Lapeer County Bank & Trust - Liquor Law Enforcement	\$100.00
Lapeer County Bank & Trust - Cemetery Trust	\$34,440.92
Lapeer County Bank & Trust - Trust & Agency	\$147.86
Lapeer County Bank & Trust - Lapeer Township Police Community Service	\$1,597.66
National City Bank - Tax Collection	\$1,000.00

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

CLERKS
REPORTS:

Clerk Walker presented the following:

- o Vouchers presented from June 16th thru July 15th, including payroll from July 6, 2010.

PAYMENT OF
VOUCHERS:

MOVED by Rutzen, support by Blaine to approve payment of the vouchers. A roll call vote was taken: Rutzen; yes, Blaine; yes, Taylor; yes, Jarvis; yes, Walker; yes. **MOTION CARRIED.**

M-082-10:

FIRE RUN
2009-037:

By consensus of the board, no change was made to fire run 2009-037.

M-083-10:

MOVED by Blaine, support by Jarvis to purchase gift cards in the amount of twenty-dollars each for the four kids that have worked numerous times at the Township hall, grounds and cemetery. A roll call vote was taken: Blaine; yes, Jarvis; yes, Rutzen; yes, Walker; yes, Taylor; no. **MOTION CARRIED.**

EMPLOYEE RAISES

M-084-10:

MOVED by Walker, support by Blaine to increase the crossing guard wage to nine dollars per crossing; this increase is for the employee not the position. A roll call vote was taken: Walker; yes, Blaine; yes, Taylor; yes, Rutzen; yes, Jarvis; yes. Yes': All (5). **MOTION CARRIED.**

M-085-10

MOVED by Jarvis, support by Rutzen to give the police and secretary a one and one-half percent increase. A roll call vote was taken: Jarvis; yes, Rutzen; yes, Taylor; yes, Blaine; yes, Walker; yes. **MOTION CARRIED.**

R-0xx-10
GENERAL
APPROPRIATIONS
ACT - BUDGET

As a result of GASB 54 the following amended General Appropriations Act and Budget presented.

R-011-10:

MOVED by Taylor, support by Walker to adopt the foregoing amended resolution; 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
<u>101966 – Contribution to Other Funds</u>	<u>0.00</u>
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 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 amended resolution.

Upon a roll call vote, the following voted, aye: Taylor; Walker; Rutzen; Blaine; Jarvis.

Nays: none.

Abstain: none.

The Supervisor declared the motion carried and the resolution duly adopted on the 12th day of July 2010.

PC

APPOINTMENT

M-086-10:

MOVED by Walker, support by Blaine to accept the Supervisors appointment of Sandra Lackey-Jarvis to the planning commission for the remainder of Ruth Lendt's term; August 1, 2010 through May 31, 2011. A vote was taken. Yes: All (5). MOTION CARRIED.

MAINTENANCE POSITION

M-087-10:

MOVED by Rutzen, support by Blaine to establish a part-time assistant maintenance position under the direction of the Supervisor; at the pay rate of ten dollars per hour; at less than twenty hours per week. A roll call vote was taken. Rutzen; yes, Blaine; yes, Walker; yes, Taylor; yes, Jarvis; yes. MOTION CARRIED.

ROAD WORK
M-076-10:

The Supervisor presented road work as follows:

Gravel, Level and Brine the following:

- o Wilder Road between Sutton & Hunters Creek Roads
- o Michael Drive
- o Morris Road between Newark & Hoffman Driveway
- o Greenwood Road
- o Hunters Creek Road between M-24 & Baldwin Road
- o Shady Side Lane
- o Broker Road
- o To include one day of level & grade at no cost

Ditching Projects:

- o Sutton Road near the Hunt Club
- o Wilder Road near 2270 S. Wilder Road
- o Cul de Sac on Michael Drive
- o Hunters Creek Road west of Wilder Road
- o Hunters Creek Road between M-24 & Baldwin Road

Crack-seal:

- o Five miles of crack-seal at various locations

MOVED by Walker, support by Blaine to complete the above road work projects for the 2010 work season with costs as presented by the Supervisor. A roll call vote was taken. Walker; yes, Blaine; yes, Jarvis; yes, Rutzen; yes, Taylor; yes. **MOTION CARRIED.**

TORNADO
SIRENS:

Trustee Blaine investigated tornado sirens for the Township. He will continue to investigate the issue including the possibility of grants. It was suggested that he speak with Mary Strikeleather of Lapeer County Emergency Preparedness.

Discussion followed on the trail project and the pavilion project.

PENSION
RESTATEMENT
M-077-10:

MOTION by Taylor, support by Walker to have the Supervisor sign the ING Group Annuity Contract received from Burnham & Flower Insurance Group. A roll call vote was taken: Taylor; yes, Walker; yes, Rutzen; yes, Jarvis; yes, Blaine; yes. **MOTION CARRIED.**

PUBLIC TIME:

None at this time.

ADJOURNMENT:

MOVED by Blaine, support by Jarvis to adjourn the meeting. The meeting was unanimously adjourned (at 10:30 a.m.).

Dawn M. Walker, Clerk