

**HADLEY TOWNSHIP**  
**4293 Pratt Rd-P.O. Box 227**  
**Hadley MI 48440**  
**Minutes of Hadley Township Board Meeting**  
**Held at Hadley Township Office Building**  
**June 13, 2017**

A regular meeting of the Hadley Township Board was held on Tuesday, June 13, 2017 at 7:30 pm at the Hadley Township Office Building, 4293 Pratt Rd, Hadley, MI.

Board members present: Hartwig, Daly, Tippen, Brandt and Monroe

Others present: Fire Chief Nass, Assistant Chief Ivory, Deputy Clerk Ivory, County Commissioner Rick Warren and 19 township residents

The meeting was called to order at 7:30 pm by Supervisor Monroe.

AGENDA

\*17-37 Motion by Brandt, second by Tippen, to approve the agenda as presented.

Ayes: Hartwig, Daly, Tippen, Brandt and Monroe

Nays: None

Motion carried.

CONSENT APPROVAL

FINANCIAL REPORT

Balance on hand at the end of May 1, 2017	\$ 400,428.04
May receipts	\$ 83,768.27
<b>TOTAL RECEIPTS AND STARTING BALANCE</b>	<b>\$ 484,196.31</b>
May Disbursements	\$ (50,747.93)
Balance on hand as of May 31, 2017	\$ 433,448.38
General Fund Pooled Acct.	\$ 305,650.77
Fire Fund Pooled Acct.	\$ 121,426.99
First Responder Pooled Acct.	\$ 6,370.62
<b>TOTAL FUND BALANCE</b>	<b>\$ 433,448.38</b>
General Fund Investment	\$ 234,301.11
Fire Fund Investment	\$ 286,429.01
First Responder	\$ 186,028.00
<b>TOTAL INVESTMENTS</b>	<b>\$ 706,758.12</b>
General Fund CD	\$ 200,836.13
<b>TOTAL CD</b>	<b>\$ 200,836.13</b>
<b>TOTAL IN TAX ACCOUNTS OF May 1, 2017</b>	<b>\$ 1,343.28</b>
Total receipts	\$ -
Total Tax Disbursements	\$ -
Balance in tax acct. as of May 31, 2017	\$ 1,343.28
<b>TOTAL ALL ASSETS</b>	<b>\$ 1,341,042.63</b>

\*17-38 Motion by Daly, second by Brandt to approve the consent agenda which includes: the financial report, the May 9, 2017 board and May 24, 2017 budget workshop minutes, bills in the amount of \$26,010.91 and payroll of \$23,674.51. Roll Call Vote: Brandt: aye, Daly: aye, Tippen: aye Hartwig: aye, Monroe: aye; Motion Carried.

Treasurer Tippen thanked American Legion Post 16 for honoring veterans at Greenwood Cemetery on Memorial Day. The Treasurer then updated residents on LCEMS lawsuit and potential new base in Metamora. Treasurer Tippen then informed board the payment for new fencing at Marston Park will be distributed equally; \$9600 for fiscal year 2016/17 and \$9600 for 2017/18 year. Tippen then thanked Dave of Long Willow Studio for donating a photo of Sutherland Nature Center to the township. Lastly, Treasurer Tippen informed residents of t-shirts, sweatshirts, mugs, and hats available for purchase from Hadley Historical Society.

CLERK'S REPORT

Clerk Daly informed the public that the board has received the budget for review.

SUPERVISOR'S REPORT

Supervisor Monroe updated residents on progress of dangerous buildings in the township, noting the Tody dangerous building has been removed, and the land bank is seeking bids for demolition of 3510 Brauer Rd. Supervisor Monroe then thanked Alba Gingell and Diane Tunison for planting and watering flowers in downtown Hadley.

TRUSTEES' REPORT

Trustee Brandt informed residents that gravel will be added to Farmers Creek Rd., the west end of Fox Lake Rd., and Brauer Rd. west of Herd. He then said the DEQ has approved a tube to be installed for Hasler Lake Rd. Lastly, he said the gravel roads are in good shape and roadside mowing has started.

Trustee Hartwig informed residents the Planning Commission worked on an amendment to the Blight Ordinance, and it passed the Fireworks Ordinance.

#### FIRE REPORT

Runs: 17 total (5 Fire; 12 EMS)

\*17-39 Motion by Tippen, second by Hartwig to approve the hiring of Andrew McMahon as a firefighter.  
Roll Call Vote: Tippen: aye, Hartwig: aye, Brandt: aye, Daly: aye, Monroe: aye; Motion Carried.

#### PUBLIC TIME

Residents in attendance discussed the following items: trees getting cut down on Brauer Rd.  
County Commissioner Rick Warren updated residents on road construction on M-24 and fireworks over Lake Lapeer on July 1, 2017.

#### OLD BUSINESS

\*17-40 Motion by Tippen, second by Brandt, to give owner of dangerous building located at 3155 Brauer Rd. until the July 19, 2017 board meeting to find a solution to repair or remove the building.  
Ayes: Hartwig, Daly, Tippen, Brandt and Monroe  
Nays: None  
Motion carried.

#### NEW BUSINESS

\*17-41 Motion by Tippen, second by Daly to transfer \$3,000 from Designated Funds (101-945-000) to the Town Hall Budget (101-265-000).  
Ayes: Hartwig, Daly, Tippen, Brandt and Monroe  
Nays: None  
Motion carried.

\*17-42 Motion by Tippen, second by Daly to transfer \$10,000 from Designated Funds (101-945-000) to the Township Office Budget (101-270-000).  
Ayes: Hartwig, Daly, Tippen, Brandt and Monroe  
Nays: None  
Motion carried.

\*17-43 Motion by Tippen, second by Daly to transfer \$800 from Designated Funds (101-945-000) to the Street Lights Budget (101-448-000).  
Ayes: Hartwig, Daly, Tippen, Brandt and Monroe  
Nays: None  
Motion carried.

\*17-44 Motion by Tippen, second by Daly to transfer \$1,000 from Designated Funds (101-945-000) to the Township Mill Budget (101-750-000).  
Ayes: Hartwig, Daly, Tippen, Brandt and Monroe  
Nays: None  
Motion carried.

\*17-45 Motion by Tippen, second by Hartwig to transfer \$1,200 from Designated Funds (101-945-000) to the Marston Park Budget (101-760-000).  
Ayes: Hartwig, Daly, Tippen, Brandt and Monroe  
Nays: None  
Motion carried.

\*17-46 Motion by Tippen, second by Brandt to transfer \$500 from Designated Funds (101-945-000) to the Library Budget (101-790-000).  
Ayes: Hartwig, Daly, Tippen, Brandt and Monroe  
Nays: None  
Motion carried.

\*17-47 Motion by Tippen, second by Hartwig to transfer \$37,000 from Fire Designated Funds (206-945-000) to Fire Department Budget (206-336-000).  
Ayes: Hartwig, Daly, Tippen, Brandt and Monroe  
Nays: None  
Motion carried.

\*17-48 Motion by Tippen, second by Brandt to transfer \$800 from Fire Designated Funds (206-945-000) to Fire Employer FICA Match (206-715-000).  
Ayes: Hartwig, Daly, Tippen, Brandt and Monroe  
Nays: None  
Motion carried.

**DEPOSIT OF FUNDS  
RESOLUTION #1**

**RESOLVED**

**Whereas**, there may now be in and may hereafter from time to time come into the hands of Christopher Tippen, Treasurer of Hadley Township, County of Lapeer, State of Michigan certain public monies belonging to or held for the State, County, or other political units of the State or otherwise held according to law: and

**Whereas**, under the laws of Michigan, this Board is required to provide by resolution for the deposit of all public monies including tax monies coming into the hands of said Treasurer, in one or more banks, hereafter called depository, to be designated in such resolution.

**Now therefore**, be it resolved that said Treasurer, hereby be directed to deposit all public monies, including tax monies, now in or coming into his hands as Treasurer, in his name as Treasurer, in the following bank and/or loan institutions:

PNCBANK (NATIONAL CITY)  
JP MORGAN CHASE BANK  
LAKESTONE BANK & TRUST  
FLAGSTAR BANK  
CHEMICAL BANK  
MBIA MUNICIPAL INVESTORS/CLASS

\*17-49 Motion by Tippen, second by Brandt, to approve, "Resolution # 1 – Deposit of Funds" using PNC Bank, JP Morgan Chase Bank, Lakestone Bank and Trust, Flagstar Bank, Chemical Bank and MBIA Municipal Invers/Class for the fiscal year 2017-2018. Roll Call Vote: Daly: aye, Tippen: aye, Hartwig: aye, Brandt: aye, Monroe: aye; Motion Carried.

**GENERAL APPROPRIATIONS ACT  
Resolution #2**

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

The Board of Trustees of Hadley Township ordains (resolves):

**Section 1: Title**

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

**Section 2: Chief Administrative Officer**

The Supervisor (or other designated official) 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 (or other designated official) shall be the Fiscal Officer and shall perform the duties of the Fiscal Officer enumerated in the act.

**Section 4: Public Hearings on the Budget**

For general law township: Pursuant to MCLA 141.412, notice of a public hearing on the proposed budget was published in a newspaper of general circulation on May 25, 2017, and a public hearing on the proposed budget was held on June 13, 2017.

**Section 5: Estimated Revenues**

Estimated township general fund revenues for fiscal year 2017-2018, including an estimated allocated millage of .8419 mills; various miscellaneous revenues shall total \$559,330.00.

**Section 6: Estimated Expenditures**

Estimated township general fund expenditures for fiscal year 2017-2018 for the various township activities are as follows:

101-170-000000	Trustees Budget	\$ 16,000.00
101-171-000000	Supervisor	\$ 39,000.00
101-191-000000	Election	\$ 21,000.00
101-209-000000	Assessor	\$ 40,000.00
101-210-000000	Audit	\$ 6,000.00
101-215-000000	Clerk	\$ 49,350.00
101-247-000000	Board of Review	\$ 4,500.00
101-253-000000	Treasurer	\$ 49,000.00
101-265-000000	Town Hall	\$ 14,000.00
101-270-000000	Township office	\$105,000.00
101-276-000000	Cemetery	\$ 4,000.00
101-332-000000	Ambulance budget	\$ 100.00
101-410-000000	Planning/Zoning	\$ 16,000.00
101-445-000000	Drains-at-Large	\$ 600.00
101-448-000000	Street Lights	\$ 7,000.00
101-449-000000	Roads	\$150,000.00
101-530-000000	Recycling	\$ 1,500.00
101-715-000000	FICA	\$ 8,000.00
101-750-000000	Mill	\$ 18,000.00
101-755-000000	Hartwig	\$ 1,600.00
101-790-000000	Library	\$ 1,100.00
101-760-000000	Marston Park	\$ 7,500.00
101-970-000000	Operating Supplies	\$ 80.00
<b>TOTAL EXPENDITURES</b>		<b>\$559,330.00</b>

**Section 7: Adoption of Budget by Reference**

The general fund budget of Hadley Township is hereby adopted by reference, with revenues and activity expenditures

As indicated in Sections 5 and 6 of this act.

**Section 8: Adoption of Budget by cost Center**

The Board of Trustees of Hadley Township adopts the 2017-2018 fiscal year general fund budget by cost center. Township officials responsible for the expenditures authorized in the budget may adopt 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 9: 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 town order for expenditures that exceed appropriations.

**Section 10: Transfer Authority**

The chief Administrative Officer shall have the authority to make transfers among the various cost centers (or line items) without prior board approval, if the amount to be transferred does not exceed \$1,000.00. The Board shall be notified at its next meeting of any such transfers made, and reserves the right to modify, amend or nullify any such transfers made. Under no circumstances may the total general fund budget be changed without prior board approval.

**Section 11: Allotment of Appropriations**

No later than the first day of the fiscal year, each department, board or commission of Hadley Township shall submit to the Chief Administrative Officer a statement of proposed allotments of appropriations based on expected periodic requirements. The Chief Administrative Officer shall review, modify or approve the proposed allotment plan for any cost center.

**Section 12: 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. A summary statement of the actual financial condition of the general fund at the end of the previous quarter
- b. A summary statement showing the receipts and expenditures and encumbrances for the previous quarter and for the current fiscal year to the end of the previous quarter.
- c. A detailed list of:
  - 1. Expected revenues by major source estimated in the budget; actual receipts to date for the current fiscal year compared with actual receipts for the same period in the prior fiscal year; the balance of estimated revenues to be collected in the current fiscal year; and any revisions in revenue estimates resulting from

Collection experience to date.

- 2. For each cost center: the amount appropriated; the amount charged to each appropriation in the previous quarter for the current fiscal year and as compared with the same period in the prior fiscal year; the unencumbered balance of appropriations; and any revisions in the estimate of expenditures.

**Section 13: 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 14: Budget Monitoring**

Whenever it appears to the Chief Administrative 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 Chief Administrative 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 15: 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 Public Act 621 of 1978.

**Section 16: Board Adoption**

Designated General Funds 2017-2018		
<b>Revenue</b>		
101-945-697000	Designated Funds	<b>\$ 700,000.00</b>
<b>Designated Expenditures</b>		
		2017-2018
		Expenses
101-945-697	Designated Funds	<b>Proposed</b>
<b>Designated Funds Breakdown</b>		
	20% Mandated Funds	\$ 140,000.00
	Road Contingency Funds	\$ 150,000.00
	Future up-grade in Tw p. Office & Land	\$ 150,000.00
	Undesignated funds	<u>\$ 260,000.00</u>
		<b>\$ 700,000.00</b>

\*17-50 Motion by Tippen, second by Hartwig, to approve, “Resolution #2 – Hadley Township General Appropriations Act” for the fiscal year 2017-2018.

Roll Call Vote: Hartwig: aye, Brandt: aye, Daly: aye, Tippen: aye, Monroe: aye; Motion Carried.

**FIRST RESPONDERS APPROPRIATIONS ACT  
Resolution #3**

A resolution to establish a First Responders Appropriations Act for Hadley Township; to define the powers and duties of the Hadley Township Officers in relation to the administration of the budget; and to provide remedies for refusal or neglect to comply with the requirements of the resolution.

The Board of Trustees of Hadley Township ordains (resolves):

**Section 1: Title**

This resolution shall be known as the Hadley Township First Responders Appropriations Act.

**Section 2: Chief Administrative Officer**

The Supervisor (or other designated official) 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 (or other designated official) shall be the Fiscal Officer and shall perform the duties of the Fiscal Officer enumerated in the act.

**Section 4: Public Hearings on the Budget**

For general law township: Pursuant to MCLA 141.412, notice of a public hearing on the proposed budget was published in a newspaper of general circulation on May 25, 2017, and a public hearing on the proposed budget was held on June 13, 2017.

**Section 5: Estimated Revenues**

Estimated Township First Responder’s revenues for fiscal year 2017-2018, various miscellaneous revenues shall total an est. of \$185,900.00.

**Section 6: Estimated Expenditures**

Estimated township fire fund expenditures for fiscal year 2017-2018 for the various township activities are as follows:

212-651-956000	Misc Expense	\$ 50,000.00
212-651-975000	Bldg. Addition & Imp	\$ 5,000.00
212-651-977000	Fire equipment	\$ 130,900.00

**TOTAL EXPENDITURES** **\$185,900.00**

**Section 7: Adoption of Budget by Reference**

The first responders fund budget of Hadley Township is hereby adopted by reference, with revenues and activity expenditures as indicated in Sections 5 and 6 of this act.

**Section 8: Adoption of Budget by cost Center**

The Board of Trustees of Hadley Township adopts the 2017-2018 fiscal year first responders 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 9: 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 town order for expenditures that exceed appropriations.

**Section 10: Transfer Authority**

The chief Administrative Officer shall have the authority to make transfers among the various cost centers (or line items) without prior board approval, if the amount to be transferred does not exceed \$1,000.00. The Board shall be notified at its next meeting of any such transfers made, and reserves the right to modify, amend or nullify any such transfers made. Under no circumstances may the total general fund budget be changed without prior board approval.

**Section 11: Allotment of Appropriations**

No later than the first day of the fiscal year, each department, board or commission of Hadley Township shall submit to the Chief Administrative Officer a statement of proposed allotments of appropriations based on expected periodic requirements. The Chief Administrative Officer shall review, modify or approve the proposed allotment plan for any cost center.

**Section 12: 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:

- d. A summary statement of the actual financial condition of the first Responders fund at the end of the previous quarter
- e. A summary statement showing the receipts and expenditures and encumbrances for the previous quarter and for the current fiscal year to the end of the previous quarter.
- f. A detailed list of:
  - 3. Expected revenues by major source estimated in the budget; actual receipts to date for the current fiscal year compared with actual receipts for the same period in the prior fiscal year; the balance of estimated revenues to be collected in the current fiscal year; and any revisions in revenue estimates resulting from Collection experience to date.
  - 4. For each cost center: the amount appropriated; the amount charged to each appropriation in the previous quarter for the current fiscal year and as compared with the same period in the prior fiscal year; the unencumbered balance of appropriations; and any revisions in the estimate of expenditures.

**Section 13: 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 14: Budget Monitoring**

Whenever it appears to the Chief Administrative 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 Chief Administrative 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 15: 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 Public Act 621 of 1978.

**Section 16: Board Adoption**

Designated Funds for First Responders		
Designated Funds for 2017-2018		
<b>Revenue</b>		
212-945-697000	Designated Funds	<b>\$ 185,900.00</b>
<b>Designated Expenditures</b>		
212-945-697	Designated Funds	<b>2017-2018 Expenses Proposed</b>
<b>Designated Funds Breakdown</b>		
	Future up-grade in 1st responders bldg/land	\$ 67,950.00
	Future up-grade in 1st responders equipment	\$ 67,950.00
	Undesignated funds 1st responders	\$ 50,000.00
		<b>\$ 185,900.00</b>

\*17-51 Motion by Tippen, second by Brandt to approve, “Resolution #3 – Hadley Township First Responders Appropriations Act” for the 2017-2018 fiscal year.

Roll Call Vote: Brandt: aye, Daly: aye, Tippen: aye, Hartwig: aye, Monroe: aye; Motion Carried.

**FIRE FUND APPROPRIATIONS ACT**  
Resolution #4

A resolution to establish a Fire Fund Appropriations Act for Hadley Township; to define the powers and duties of the Hadley Township Officers in relation to the administration of the budget; and to provide remedies for refusal or neglect to comply with the requirements of the resolution.

The Board of Trustees of Hadley Township ordains (resolves):

**Section 1: Title**

This resolution shall be known as the Hadley Township Fire Fund Appropriations Act.

**Section 2: Chief Administrative Officer**

The Supervisor (or other designated official) 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 (or other designated official) shall be the Fiscal Officer and shall perform the duties of the Fiscal Officer enumerated in the act.

**Section 4: Public Hearings on the Budget**

For general law township: Pursuant to MCLA 141.412, notice of a public hearing on the proposed budget was published in a newspaper of general circulation on May 25, 2017, and a public hearing on the proposed budget was held on June 13, 2017.

**Section 5: Estimated Revenues**

Estimated township fire fund revenues for fiscal year 2017-2018, including an estimated allocated millage of .9764 mills; various miscellaneous revenues shall total an estimate of \$197,000.00.

**Section 6: Estimated Expenditures**

Estimated township fire fund expenditures for fiscal year 2017-2018 for the various township activities are as follows:

206-336-702000	Salaries & Wages	\$ 80,000.00
206-336-727000	Office supplies	\$ 500.00
206-336-740000	Operating Supplies	\$ 5,000.00
206-336-745000	Computer Maint.	\$ 1,200.00
206-336-775000	Repairs Vehicles	\$ 4,500.00
206-336-840000	Medical/Physicals	\$ 6,500.00
206-336-850000	Telephone	\$ 1,500.00
206-336-860000	Mileage Reimburs.	\$ 1,000.00
206-336-870000	Education/training	\$ 3,000.00
206-336-871000	Public Education	\$ 1,500.00
206-336-875000	Training Equipment	\$ 1,000.00
206-336-900000	Printing & publishing	\$ 500.00
206-336-910000	Insurance & bonds	\$ 15,000.00
206-336-920000	Utilities	\$ 5,000.00

206-336-930000	Repairs & Maint.	\$ 5,000.00
206-336-958000	Dues & Subscrip.	\$ 700.00
206-336-961000	Uniforms	\$ 7,000.00
206-336-975000	Bldg., Add. & Imp	\$ 1,000.00
206-336-977000	Fire Equipment	\$ 14,000.00
206-336-801000	Attorney Fee	\$ 300.00
206-336-715000	Employer FICA	\$ 6,300.00
206-336	Misc. expense	\$ 500.00
<b>TOTAL EXPENDITURES</b>		<b>\$161,000.00</b>

**Section 7: Adoption of Budget by Reference**

The fire fund budget of Hadley Township is hereby adopted by reference, with revenues and activity expenditures As indicated in Sections 5 and 6 of this act.

**Section 8: Adoption of Budget by cost Center**

The Board of Trustees of Hadley Township adopts the 2017-2018 fiscal year fire 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 9: 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 town order for expenditures that exceed appropriations.

**Section 10: Transfer Authority**

The chief Administrative Officer shall have the authority to make transfers among the various cost centers (or line items) without prior board approval, if the amount to be transferred does not exceed \$1,000.00. The Board shall be notified at its next meeting of any such transfers made, and reserves the right to modify, amend or nullify any such transfers made. Under no circumstances may the total general fund budget be changed without prior board approval.

**Section 11: Allotment of Appropriations**

No later than the first day of the fiscal year, each department, board or commission of Hadley Township shall submit to the Chief Administrative Officer a statement of proposed allotments of appropriations based on expected periodic requirements. The Chief Administrative Officer shall review, modify or approve the proposed allotment plan for any cost center.

**Section 12: 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:

- g. A summary statement of the actual financial condition of the fire fund at the end of the previous quarter
- h. A summary statement showing the receipts and expenditures and encumbrances for the previous quarter and for the current fiscal year to the end of the previous quarter.
- i. A detailed list of:
  - 5. Expected revenues by major source estimated in the budget; actual receipts to date for the current fiscal year compared with actual receipts for the same period in the prior fiscal year; the balance of estimated revenues to be collected in the current fiscal year; and any revisions in revenue estimates resulting from Collection experience to date.
  - 6. For each cost center: the amount appropriated; the amount charged to each appropriation in the previous quarter for the current fiscal year and as compared with the same period in the prior fiscal year; the unencumbered balance of appropriations; and any revisions in the estimate of expenditures.

**Section 13: 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 14: Budget Monitoring**

Whenever it appears to the Chief Administrative 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 Chief Administrative 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 15: 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 Public Act 621 of 1978.

**Section 16: Board Adoption**

Designated Funds for Fire 2017-2018		
<b>Revenue</b>		
206-945-697000	Designated Funds	<b>\$ 450,900.00</b>
<b>Designated Expenditures</b>		
		2017-2018
		Expenses
206-945-697	Designated Funds	<b>Proposed</b>
<b>Designated Funds Breakdown</b>		
20% Mandated Funds		\$ 90,180.00
Future up-grade in fire bldg/land		\$ -
Future up-grade in fire equipment		\$ 50,000.00
Undesignated funds for fire		<u>\$ 310,720.00</u>
		<b>\$ 450,900.00</b>

\*17-52 Motion by Tippen second by Hartwig to approve, “Resolution #4 – Hadley Township Fire Fund Appropriations Act” for the 2017-2018 fiscal year.

Roll Call Vote: Tippen: aye, Hartwig: aye, Brandt: aye, Daly: aye, Monroe: aye; Motion Carried.

\*17-53 Motion by Tippen second by Daly to amend the Anti-Blight Ordinance 17.3 by adding Section 1.03.

\*17-54 Motion by Brandt second by Hartwig to amend the Anti-Blight Ordinance 17.3 Amendment by removing words, “crumbling masonry” from section 1.03, subsection 1.

Roll Call Vote: Hartwig: aye, Tippen: aye, Brandt: aye, Daly: aye, Monroe: nay; Motion Carried.

\*17-55 Motion by Tippen second by Daly to approve Anti-Blight Ordinance 17.3 Amendment as amended.

Roll Call Vote: Hartwig: aye, Brandt: aye, Daly: aye, Tippen: aye, Monroe: aye; Motion Carried.

\*17-56 Motion by Tippen second by Daly to approve the Hadley Township hours and meeting dates for the 2017-2018 fiscal year.

Ayes: Hartwig, Brandt, Daly, Tippen and Monroe  
Nays: None

Motion carried.

\*17-57 Motion by Brandt second by Hartwig to reappoint Kurt Nass as the Hadley Township Fire Chief for the 2017-2018 fiscal year.

Roll Call Vote: Brandt: aye, Daly: aye, Tippen: aye, Hartwig: aye, Monroe: aye; Motion Carried.

\*17-58 Motion by Hartwig second by Brandt to approve the fireworks display permit for Gary Moore of 5864 Baldwin Road; Whispering Oaks Campground.

Roll Call Vote: Tippen: aye, Daly: aye, Brandt: aye, Hartwig: aye, Monroe: aye; Motion Carried.

\*17-59 Motion by Brandt second by Tippen accept the bid by the Road Commission to apply a 2 inch HMA Overlay to Green Corners Rd. for an amount not to exceed \$137,646.13.

Roll Call Vote: Daly: aye, Brandt: aye, Tippen: aye, Hartwig: aye, Monroe: aye; Motion Carried.

**Township of Hadley  
Resolution  
Help America Vote Act (HAVA) Grant Agreement  
Voting System Hardware, Firmware and Software**

At a regular meeting of the Hadley Township Board in Hadley Township, County of Lapeer, Michigan, held on June 13, 2017 at the Township offices on 4293 Pratt Rd. Hadley Michigan there were:

PRESENT: 5

ABSENT: 0

MOVED BY: Hartwig SECONDED BY: Brandt

**WHEREAS**, the Hadley Township Board wishes to apply to the Secretary of State for a grant to purchase a new voting system, which includes precinct tabulators, Absent Voter Counting Board (AVCB) tabulators, accessible vote devices for use by individuals with disabilities, and related Election Management System (EMS) software.

**WHEREAS**, partial funding for the new voting system will be provided by the State, and will include a combination of Federal Help America Vote Act and State-appropriated funds

**WHEREAS**, the Hadley Township plans to begin implementation of the new voting system in 2017.

**NOW, THEREFORE, BE IT RESOLVED** that the Hadley Township Clerk is authorized to submit this Grant Application on behalf of Hadley Township, Lapeer County on this day of June 13, 2017.

ON A ROLL CALL VOTE:

Ayes: 5

Nays: 0

Abstain:0

Absent:0

Motion Carried.

**CERTIFICATION**

I hereby certify that the foregoing constitutes a true and complete copy of a resolution adopted by the Hadley Township Board, County of Lapeer, Michigan at a regular meeting held on June 13, 2017 in compliance with Act No. 267 of the Public Acts of 1967.

\*17-60 Motion by Hartwig second by Brandt to approve the Help America Vote Act Grant Agreement Resolution for Voting System Hardware, Firmware, and Software.

Roll Call Vote: Hartwig: aye, Daly: aye, Brandt: aye, Tippen: aye, Monroe: aye; Motion Carried.

\*17-61 Motion by Monroe second by Daly to appoint Alfred Keahl as Planning Commissioner for a partial term starting June 2017 through April 2018.

Roll Call Vote: Tippen: aye, Brandt: aye, Hartwig: aye, Daly: aye, Monroe: aye; Motion Carried.

\*17-62 Motion by Tippen second by Brandt to approve a 5% increase in pay for all township employees effective starting July 1, 2017.

Roll Call Vote: Brandt: aye, Tippen: aye, Hartwig: aye, Daly: aye, Monroe: aye; Motion Carried.

**HADLEY TOWNSHIP  
RESOLUTION TO ESTABLISH TOWNSHIP OFFICERS SALARY - SUPERVISOR**

WHEREAS, according to MCL 41.95(3), 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 township board deems that an adjustment in the salary of the office of supervisor is warranted;  
THEREFORE BE IT RESOLVED that as of July 1, 2017 the salary of the office of supervisor shall be as follows:

Supervisor: \$30,610.03 salary (*not directly performing assessing*)

This resolution offered by board member Tippen

Supported by board member Daly.

Upon a roll call vote, the following voted: 5Aye 0 No.

The supervisor declared the resolution adopted.

\*17-63 Motion by Tippen, second by Daly to approve the "Resolution to Establish Township Officers Salary" for an annual pay of \$30,610.03 for the Supervisor position.

Roll Call Vote: Daly: aye, Tippen: aye, Hartwig: aye, Brandt: aye, Monroe: aye; Motion Carried.

**HADLEY TOWNSHIP  
RESOLUTION TO ESTABLISH TOWNSHIP OFFICERS SALARY- CLERK**

WHEREAS, according to MCL 41.95(3), 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 township board deems that an adjustment in the salary of the office of clerk is warranted;  
THEREFORE BE IT RESOLVED that as of July 1, 2017 the salary of the office of clerk shall be as follows:

Clerk: \$32,868.21 salary, plus \$1050 for website administrator.

This resolution offered by board member Tippen.

Supported by board member Hartwig.

Upon a roll call vote, the following voted: 5 Aye 0 No.

The supervisor declared the resolution adopted.

\*17-64 Motion by Tippen, second by Hartwig to approve the "Resolution to Establish Township Officers Salary" for an annual pay of \$32,868.21 for the Clerk position, plus \$1050 for website administrator.

Roll Call Vote: Tippen: aye, Hartwig: aye, Brandt: aye, Daly: aye, Monroe: aye; Motion Carried.

**HADLEY TOWNSHIP  
RESOLUTION TO ESTABLISH TOWNSHIP OFFICERS SALARY- TREASURER**

WHEREAS, according to MCL 41.95(3), 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 township board deems that an adjustment in the salary of the office of treasurer is warranted;  
THEREFORE BE IT RESOLVED that as of July 1, 2017 the salary of the office of treasurer shall be as follows:

Treasurer: \$29,100.05 salary, plus \$2625.00 for summer tax collection.

This resolution offered by board member Tippen.

Supported by board member Brandt.

Upon a roll call vote, the following voted: 5 Aye 0 No.

The supervisor declared the resolution adopted.

\*17-65 Motion by Tippen, second by Brandt to approve the "Resolution to Establish Township Officers Salary" for an annual pay of \$29,100.05 for the Treasurer Position, plus \$2625.00 for summer tax collection.

Roll Call Vote: Hartwig: aye, Brandt: aye, Daly: aye, Tippen: aye, Monroe: aye; Motion Carried.

**HADLEY TOWNSHIP  
RESOLUTION TO ESTABLISH TOWNSHIP OFFICERS SALARY-TRUSTEE HARTWIG**

WHEREAS, according to MCL 41.95(3), 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 township board deems that an adjustment in the salary of the office of trustee - Robert Hartwig is warranted;  
THEREFORE BE IT RESOLVED that as of July 1, 2017 the salary of the office of trustee - Robert Hartwig shall be as follows:

Trustee - Robert Hartwig: \$5896.21 salary

This resolution offered by board member Tippen.

Supported by board member Brandt.

Upon a roll call vote, the following voted: 5 Aye 0 No.

The supervisor declared the resolution adopted.

\*17-66 Motion by Tippen, second by Brandt to approve the "Resolution to Establish Township Officers Salary" for an annual pay of \$5,896.21 for Robert Hartwig's Trustee position.

Roll Call Vote: Brandt: aye, Daly: aye, Tippen: aye, Hartwig: aye, Monroe: aye; Motion Carried.

**HADLEY TOWNSHIP  
RESOLUTION TO ESTABLISH TOWNSHIP OFFICERS SALARY-TRUSTEE BRANDT**

WHEREAS, according to MCL 41.95(3), 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 township board deems that an adjustment in the salary of the office of trustee - Richard Brandt is warranted;  
THEREFORE BE IT RESOLVED that as of July 1, 2017 the salary of the office of trustee - Richard Brandt shall be as follows:

Trustee - Richard Brandt: \$5896.21 salary, plus \$1050 for Road Representative

This resolution offered by board member Tippen.

Supported by board member Hartwig.

Upon a roll call vote, the following voted: 5 Aye 0 No.

The supervisor declared the resolution adopted.

\*17-67 Motion by Tippen, second by Hartwig to approve the "Resolution to Establish Township Officers Salary" for an annual pay of \$5,896.21 for Richard Brandt's Trustee position, plus \$1050 for Road Commission Representative.

Roll Call Vote: Daly: aye, Tippen: aye, Hartwig: aye, Brandt: aye, Monroe: aye; Motion Carried.



PUBLIC TIME

Residents discussed the following items: Mill driveway

Supervisor Monroe read a letter by township resident Connie Reynolds regarding the deteriorating pavement on Pratt Rd. west of Green Corners to the Genesee Co. Line that she believes needs replacing. Trustee Brandt explained it is a county road, and he has contacted the County Road Commission about its condition.

\*17-68 Motion by Brandt second by Tippen to adjourn the meeting at 9:22 p.m.

Ayes: Hartwig, Brandt, Daly, Tippen and Monroe

Nays: None

Motion carried.

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Cynthia Daly  
Hadley Township Clerk

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Ernest Monroe  
Hadley Township Supervisor

*Approved at the board meeting held on July 19, 2017*