

HADLEY TOWNSHIP
4293 Pratt Rd-P.O. Box 227
Hadley, MI 48440
Minutes of the Hadley Township Budget Hearing
Held at Hadley Township Office Building
June 10, 2025

A special meeting of the Hadley Township Board was held on Tuesday, June 10, 2025 at 6:45 pm at the Hadley Township Office Building, 4293 Pratt Rd, Hadley, MI.

Board members present: Schultz, Harrison, and Brandt, Hartwig
 Board members absent: Daly
 Others present: Fire Chief Nass, Deputy Clerk Ivory and 15 township residents.

The meeting was called to order at 6:45 pm by Supervisor Harrison.

AGENDA

*25-056 Motion by Brandt, second by Hartwig to approve the agenda as presented.
 Ayes: Schultz, Brandt, Hartwig, and Harrison
 Nays: None
 Motion carried.

Supervisor Harrison declared the public hearing open for comments or questions.

PUBLIC HEARING

Gene Kopczyk of 3040 Woodland Dr. asked the board for more information about the proposed salary increases. Treasurer Schultz explained that the board will vote on all employees receiving 4% raise except for the deputy clerk and deputy treasurer who will receive \$20/hr. Mr. Kopczyk said that although he thought a 4% raise was conservative, he expressed concern about the newly elected supervisor receiving a raise so early in his tenure. Supervisor Harrison answered it was a valid concern. He explained his plan was to put his raise in a fund to help people who need assistance for things which public monies can't be used. Then Mr. Kopczyk asked questions about the blight downtown and the new blight amendment, which board members answered.

Ernie Monroe of 4318 Brocker Rd. remarked on the previous discussion about blight and asked why there is no agenda item regarding township employee raises on the board meeting agenda, and followed up by saying board members need to have salary resolutions. Treasurer Schultz explained the wage increase is on the budget hearing agenda and there would be salary resolutions for board members.

Hearing no further comments or questions, Supervisor Harrison declared the public hearing closed.

BUSINESS:

The board reviewed the proposed Budget for Fire and General Funds for the 2025-2026 fiscal year.

DEPOSIT OF FUNDS
RESOLUTION #1

RESOLVED

Whereas, there may now be in and may hereafter from time to time come into the hands of Lisa Schultz, 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 her hands as Treasurer, in her name as Treasurer, in the following bank and/or loan institutions:

CHASE BANK (JP MORGAN)
 CHOICE ONE BANK
 FLAGSTAR BANK
 MBIA MICHIGAN CLASS
 MSU FEDERAL CREDIT UNION

The Supervisor declared the motion carried and the resolution duly adopted on the 10th day of June, 2025.

*25-057 Motion by Schultz, second by Brandt, to approve, "Resolution # 1 – Deposit of Funds" using Chase Bank (JP Morgan), Choice One, Flagstar Bank, MBIA Michigan Class, and MSU Federal Credit Union, for the 2025-2026 fiscal year.

Roll Call Vote: Hartwig: aye, Schultz: aye, Brandt: aye, Harrison: 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 30, 2025, and a public hearing on the proposed budget was held on June 10, 2025.

Section 5: Estimated Revenues

Estimated township general fund revenues for fiscal year 2025-2026, including an estimated allocated millage of 1.2633 mills; various miscellaneous revenues shall total \$1,130,200

Section 6: Estimated Expenditures

Estimated township general fund expenditures for fiscal year 2025-2026 for the various township activities are as follows:

101-170-000000	Trustees Budget	\$ 17,500.00
101-171-000000	Supervisor	\$ 44,000.00
101-191-000000	Election	\$ 10,000.00
101-209-000000	Assessor	\$ 44,000.00
101-210-000000	Audit	\$ 7,000.00
101-215-000000	Clerk	\$ 65,000.00
101-247-000000	Board of Review	\$ 5,000.00
101-253-000000	Treasurer	\$ 61,000.00
101-265-000000	Town Hall	\$ 225,000.00
101-270-000000	Township office	\$ 160,000.00
101-276-000000	Cemetery	\$ 0.00
101-332-000000	Ambulance budget	\$ 0.00
101-410-000000	Planning/Zoning	\$ 20,000.00
101-445-000000	Drains-at-Large	\$ 5,000.00
101-448-000000	Street Lights	\$ 14,000.00
101-449-000000	Roads	\$ 338,000.00
101-530-000000	Recycling	\$ 1,700.00
101-715-000000	FICA	\$ 12,000.00
101-750-000000	Mill	\$ 15,000.00
101-755-000000	Hartwig	\$ 60,000.00
101-790-000000	Library	\$ 1,000.00
101-760-000000	Marston Park	\$ 25,000.00
TOTAL EXPENDITURE		\$1,130,200.00

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 2025-2026 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 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 \$2,000.00. 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 Funds for General Fund 2025-2026

	Revenue		
101-945-697000	Designated Funds	\$	1,172,400.00
	Designated Expenditures		2025-2026
			Expenses
101-945-697	Designated Funds		Proposed
	Designated Funds Breakdown		
	20% Mandated Funds	\$	234,480.00
	Road Contingency Funds	\$	500,000.00
	Future Pedestrian/Bike Trail	\$	200,000.00
	Park Improvement (2025-26)	\$	140,000.00
	HVAC Improvements	\$	60,000.00
	Undesignated Funds	\$	37,920.00
		\$	1,172,400.00

*25-058 Motion by Schultz, second by Hartwig to approve, “Resolution #2 – Hadley Township General Appropriations Act” for the fiscal year 2023-2024.

Roll Call Vote: Schultz: aye, Hartwig: aye, Brandt: aye, Harrison: aye; Motion Carried.

**FIRE FUND APPROPRIATIONS ACT
Resolution #3**

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 30, 2025, and a public hearing on the proposed budget was held on June 10, 2025.

Section 5: Estimated Revenues

Estimated township fire fund revenues for fiscal year 2025-2026, including an estimated allocated millage of .9867 mill; various miscellaneous revenues shall total an estimate of \$288,600.

Section 6: Estimated Expenditures

Estimated township fire fund expenditures for fiscal year 2025-2026 for the various township activities are as follows:

206-336-702000	Salaries & Wages	\$ 65,000.00
206-336-727000	Office supplies	\$ 500.00
206-336-740000	Operating Supplies	\$ 4,000.00
206-336-745000	Computer Maint.	\$ 1,500.00
206-336-775000	Repairs Vehicles	\$ 4,000.00
206-336-840000	Medical/Physicals	\$ 1,000.00
206-336-850000	Telephone	\$ 1,700.00
206-336-860000	Mileage Reimburs.	\$ 1,000.00

206-336-870000	Education/training	\$ 4,000.00
206-336-871000	Public Education	\$ 3,000.00
206-336-875000	Training Equipment	\$ 1,000.00
206-336-900000	Printing & Publishing	\$ 500.00
206-336-910000	Insurance & bonds	\$ 21,000.00
206-336-920000	Utilities	\$ 5,000.00
206-336-930000	Repairs & Maint	\$ 5,000.00
206-336-958000	Dues & Subscrip.	\$ 1,000.00
206-336-961000	Uniforms	\$ 30,000.00
206-336-975000	Bldg. add. & imp	\$ 6,500.00
206-336-977000	Fire Equipment	\$ 10,000.00
206-336-801000	Attorney Fee	\$ 300.00
206-336-715000	Employer FICA	\$ 10,000.00
206-336	Misc. expense	\$ 0.00
TOTAL EXPENDITURES		\$176,000.00

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 2025-2026 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 \$2,000.00. 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 fire 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 Estimated Fund for Fire 2025 - 2026

	Revenue		
206-945-697000	Designated Funds - Estimated	\$	114,460.00
	Designated Expenditures		2025-2026
			Expenses
206-945-697000	Designated Funds		Proposed
	Designated Funds Breakdown		
	20% Mandated Funds	\$	22,892.00
	New Truck 2026/27	\$	91,568.00
		\$	114,460.00

*25-059 Motion by Schultz second by Brandt to approve, “Resolution #3 – Hadley Township Fire Fund Appropriations Act” for the 2025-2026 fiscal year.

Roll Call Vote: Brandt: aye, Hartwig: aye, Schultz: aye, Harrison: aye; Motion Carried.

Special Assessment Fund Budget Resolution

A resolution to establish a budget for the Special Assessment Fund of Hadley Township and to define the powers and duties of the Hadley Township Officers in relation to the administration of the budget.

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

The estimated township special assessment fund *revenues* for fiscal year 2025-2026 shall total \$56,400. Estimated township special assessment fund *expenditures* for fiscal year 2025-2026 shall total \$56,400.

The Treasurer (or other designated official) shall be the Fiscal officer and shall provide to the board a summary statement of the actual financial condition of the special assessment fund monthly and the obligations to be paid monthly.

No obligation shall be incurred against, and no payment shall be made from the Special Assessment Fund unless there are sufficient funds available to meet the obligation.

*25-060 Motion by Schultz second by Hartwig to approve, “Special Assessment Fund Budget Resolution” for the 2025-2026 fiscal year.

Roll Call Vote: Hartwig: aye, Brandt: aye, Schultz: aye, Harrison: 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, 2025 the salary of the office of supervisor shall be as follows:

Supervisor: \$34,763.20 salary (*not directly performing assessing*)

This resolution offered by board member Schultz

Supported by board member Brandt.

Upon a roll call vote, the following voted: 5 Aye, 0 No, 1 absent.

The supervisor declared the resolution adopted.

*25-061 Motion by Schultz: aye, second by Brandt to approve the “Resolution to Establish Township Officers Salary” as presented for the Supervisor position.

Roll Call Vote: Brandt: aye, Hartwig: aye, Schultz: aye, Harrison: 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, 2025 the salary of the office of clerk shall be as follows:

Clerk: \$37,327.77 salary, plus \$1,192.46 for website administrator, and \$2,080 for each election.

This resolution offered by board member Schultz.

Supported by board member Hartwig.

Upon a roll call vote, the following voted: 5 Aye, 0 No, 1 absent.

The supervisor declared the resolution adopted.

*25-062 Motion by Schultz, second by Hartwig to approve the “Resolution to Establish Township Officers Salary as presented for the Clerk position.

Roll Call Vote: Schultz: aye, Hartwig: aye, Brandt: aye, Harrison: 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, 2023 the salary of the office of treasurer shall be as follows:

Treasurer: \$33,048.29 salary, plus \$2,981.16 for summer tax collection.

This resolution offered by board member Schultz.

Supported by board member Hartwig.

Upon a roll call vote, the following voted: 5 Aye, 0 No, 1 absent.

The supervisor declared the resolution adopted.

*25-063 Motion by Schultz, second by Hartwig to approve the “Resolution to Establish Township Officers Salary” as presented for the Treasurer Position.

Roll Call Vote: Hartwig: aye, Brandt: aye, Schultz: aye, Harrison: 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, 2025 the salary of the office of trustee - Robert Hartwig shall be as follows:

Trustee - Robert Hartwig: \$6,696.21 salary

This resolution offered by board member Schultz.

Supported by board member Harrison

Upon a roll call vote, the following voted: 5 Aye, 0 No, 1 absent.

The supervisor declared the resolution adopted.

*25-064 Motion by Schultz, second by Harrison to approve the “Resolution to Establish Township Officers Salary” as presented for Robert Hartwig’s Trustee position.

Roll Call Vote: Schultz: aye, Hartwig: aye, Brandt: aye, Harrison: 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, 2025 the salary of the office of trustee – Richard Brandt shall be as follows:

Trustee – Richard Brandt: \$6,696.21 salary, plus \$1,192.46 for Road Representative

This resolution offered by board member Schultz.

Supported by board member Hartwig.

Upon a roll call vote, the following voted: 5 Aye, 0 No, 1 absent.

The supervisor declared the resolution adopted.

*25-065 Motion by Schultz, second by Hartwig to approve the “Resolution to Establish Township Officers Salary” as presented for Richard Brandt’s Trustee position.

Roll Call Vote: Hartwig: aye, Brandt: aye, Schultz: aye, Harrison: aye; Motion Carried.

Proposed Pay increases as of July 1, 2025

Township Board

- A 4% increase in salaries of township board members.
- Township Employees
 - a 4% increase for all township employees except deputy clerk and deputy treasurer position which will receive \$20/hour.

*25-066 Motion by Schultz, second by Brandt to approve the wage increases for township employees as presented.

Roll Call Vote: Brandt: aye, Hartwig: aye, Schultz: aye, Harrison: aye; Motion Carried.

ADJOURN

*25-067 Motion by Hartwig, second by Schultz to adjourn the meeting at 7:05 pm.

Ayes: Hartwig, Schultz, Brandt, and Harrison

Nays: None

Motion carried.

Cynthia Daly
Hadley Township Clerk

Jason Harrison
Hadley Township Supervisor

Approved at the July 8, 2025 township board meeting.