

Edwards Township Board Meeting

March 11, 2019, 7:00 p.m.

Supervisor Taylor opened the Public Hearing with pledge to the flag at 7:00 p.m. Fiscal year 04/01/2019-03/31/2020 budget recap presented. Public comment was accepted. Motion by Illig, supported by Fournier, to close Public Hearing at 7:28 p.m. Motion carried.

Supervisor Taylor opened the regular meeting with the pledge to the flag at 7:30 p.m.

Present: Supervisor Ron Taylor, Treasurer Eileen Fournier, Clerk Brandy Curtis, Trustees Dave Ross and Brent Illig

Attendance, Appointed/Official Positions and Public Comment Received: Craig Scott, Ogemaw County Commissioner; Ray Miller, BOR & Planning Commission; Carl McCauley, Larry Kartes, and Rick Stillwagon, Planning Commission; Bob Clayton, Edwards Township Zoning Administrator; Mike Laier, Sexton; Yvonne Mahl, Deputy Clerk/Hall Manager; Bob Mahl, Hall Maintenance; Andrew Fournier, ZBA; Edwards Township Resident Pat Miller

Additions to the agenda: No additions to the agenda

Motion by Illig, supported by Ross, to accept agenda as presented. Motion carried.

Commissioner Craig Scott updated the board on Ogemaw County's annual audit that resulted in a positive fund balance, the County will be purchasing iPads for the Commissioners, the Board of County Commissioners voted to revert Road Commissioner health insurance benefits back to 18 years of service, and general appropriations for child care will increase due to closure of Roscommon facility. Commissioner Scott answered questions of the board and public.

Treasurer report presented by Fournier. Motion by Taylor, supported by Ross, to approve Treasurer's report as presented. Motion carried.

Past minutes of February 11, 2019, were reviewed. Motion by Illig, supported by Ross, to accept prior minutes as submitted. Motion carried.

Past minutes of February 15, 2019, special meeting were reviewed. Motion by Fournier, supported by Ross, to accept prior minutes as submitted. Motion carried.

Past minutes of February 25, 2019, special meeting were reviewed. Motion by Illig, supported by Ross, to accept prior minutes as submitted. Motion carried.

Motion by Illig, supported by Fournier, to return hall deposits as listed. Motion carried.

Motion by Illig, supported by Ross, to approve bills as presented checks 5187-5219, in the amount of \$43,228.54, and approve ACH payment of \$1,029.02 for Huron VISA credit card. Motion carried by the following roll call vote: Ayes: Fournier, Curtis, Taylor, Illig, Ross. Nays: None. Motion carried.

RESOLUTION 2019-2  
RESOLUTION ESTABLISHING A GENERAL APPROPRIATIONS ACT

The following resolution was offered by Illig and supported by Fournier.

WHEREAS, it is the intention of Edwards Township to establish a general appropriations act, to define the powers and duties of the Edwards 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 .

NOW, THEREFORE, be it resolved, that the Edwards Township Board approves by resolution the following:

1. Title. This resolution shall be known as the Edwards Township General Appropriations Act.
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.
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 this Act.
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 on March 1, 2019, and a public hearing on the proposed budget was held on March 11, 2019.
5. Estimated Revenues. Estimated township general fund revenues for fiscal year , including a voter-authorized millage of 1.7175 mills; and various miscellaneous revenues shall total \$ 121,637.
6. Millage Levy. The Edwards 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 .7068 mills as set forth by the Tax Allocation Board (or as authorized under state law and approved by the electorate).
7. Estimated Expenditures. Estimated township general fund expenditures for fiscal year 2019-2020 for the various township activities shall total\$ 215,871.
8. Adoption of Budget by Reference. The general fund budget of Edwards Township is hereby adopted by reference, with revenues and activity expenditures as indicated in Sections 5 and 7 of this Act.
9. Adoption of Budget by Cost Center. The Board of Trustees of Edwards Township adopts the 2019-2020 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.
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 town order for expenditures that exceed appropriations.
11. Transfer Authority. The Chief Administrative Officer shall have the authority to make transfers among the various cost centers without prior board approval, if the amount to be transferred does not exceed \$300 or 5% of the appropriation item from which the transfer is to be made, whichever is less. 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.
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 conditions of the general fund at the end of the previous quarter (month);
  - b. 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);
  - c. a detailed list of:
    - i. expected revenues by major source as 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 then current fiscal year; and any revisions in revenue estimates resulting from collection experience to date.
    - ii. for each cost center: the amount appropriated : the amount charged to each appropriation in the previous quarter (month) 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.
13. Limit on Obligations and Payments. Obligation shall be incurred against, and no payment shall be made from any appropriation account unless there is sufficient unencumbered balance in the appropriation and sufficient funds are or will be available to meet the obligation.
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.
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 P.A. 621 (1978) and the Edwards Township personnel manual.
16. All prior resolutions and parts of resolutions insofar as they may be in conflict with this resolution are hereby rescinded.

ADOPTED: YEAS: Taylor, Fournier, Illig, Curtis, Ross NAYS: None. Resolution Declared Adopted.

RESOLUTION 2019-03  
2019 POVERTY GUIDELINES RESOLUTION TOWNSHIP OF EDWARDS TOWNSHIP OFFICE

The following resolution was offered by Illig, supported by Fournier, carried by all. .

WHEREAS, the adoption of guidelines for poverty exemptions is within the purview of the Township ; and

WHEREAS, the homestead of persons who, in the judgment of the Board of Review, by reason of poverty, are unable to contribute to the public charges is eligible for exemption in whole or in part from property taxation under Public Act 390, 1994 (MCL 211.7a); and

WHEREAS, pursuant to PA 390, 1994, the Township of Edwards, ~~Allegan~~ Ogemaw County, adopts the following guidelines for the Assessor and Board of Review to implement. The guidelines shall include but not be limited to the specific income and asset levels of the claimant and all persons residing in the household, including any property credit returns, filed in the current or immediately preceding year ; and

WHEREAS, changes to these guidelines may be made by the Township of Edwards.

NOW, THEREFORE, BE IT HEREBY RESOLVED, THAT THE Assessor and Board of Review shall follow the below stated guidelines and Federal guidelines in granting or denying an exemption, unless the Board of Review determines there are substantial and compelling reasons why there should be a deviation from the policy and Federal guidelines and those are communicated in writing to the claimant.

A discussion was held on hall camera placement and count. Topic died due to lack of support.

RESOLUTION 2019-04  
CONSUMERS ENERGY 1 YEAR CONTRACT RESOLUTION

The following resolution was offered by Illig, supported by Ross.

RESOLVED, that it is hereby deemed advisable to enter into a contract with Consumers Energy Company of Jackson, Michigan, for furnishing lighting service within the Township of Edward for a period of 1 year(s) and thereafter from year to year, in accordance with the terms of the contract heretofore submitted to and considered by this board; and

RESOLVED, further, that the Supervisor and the Clerk be and are authorized and directed to execute such contract on the behalf of the Township.

ADOPTED Ayes: Ross, Illig, Curtis, Taylor, Fournier. Nays: None. Resolution declared adopted.

Motion by Illig, supported by Ross, to appoint Mark Lehman Jr to ZBA. Motion carried by the following roll call votes: Ayes: Taylor, Curtis, Fournier, Ross, Illig. Nays: None. Motion carried.

Motion by Illig, supported by Fournier, to accept 2019-2020 Board Meeting and Planning Commission calendars as presented. Motion carried.

Public comment was received. A discussion was held on marijuana regulations pertaining to townships.

The next township planning meeting is scheduled for April 1, 2019, at 7:00 p.m.

The next township board meeting is scheduled for April 8,2019, at 7:30 p.m.

The next MTA meeting is scheduled for April 11, 2019, at 7:00 pm.

Motion by Illig, supported by Ross, to adjourn the meeting at 8:28 pm. Motion carried.

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Ron Taylor, Edwards Township Supervisor

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Brandy Curtis, Edwards Township Clerk