

**TYRONE TOWNSHIP  
REGULAR BOARD MEETING  
APPROVED MINUTES – AUGUST 15, 2017**

**CALL TO ORDER**

Supervisor Cunningham called the meeting of the Tyrone Township Board to order with the Pledge of Allegiance on August 15, 2017 at 7:04 p.m. at the Tyrone Township Hall.

**ROLL CALL**

Present: Supervisor Mike Cunningham, Clerk Marcella Husted, Treasurer Marna Bunting-Smith, Trustees Soren Pedersen, David Walker, Chuck Schultz, and Al Pool.

**APPROVAL OF AGENDA – OR CHANGES**

Trustee Walker moved to approve the agenda as amended. (Trustee Schultz seconded.) The motion carried; all ayes.

The modification is as follows:

Added: New Business #15 Resolution to adopt a Compensation Policy for Consulting Services of Former Township Officials.

**APPROVAL OF CONSENT AGENDA**

**Board Workshop Minutes – July 25, 2017  
Regular Board Meeting Minutes – July 25, 2017  
Treasurer’s Report  
Clerk’s Warrants and Bills**

Trustee Walker moved to approve the consent agenda as presented. (Trustee Schultz seconded.) The motion carried; all ayes.

**COMMUNICATIONS**

- 1. Fire Run Report- July 25, 2017**
- 2. Planning Commission Approved Meeting Minutes- June 13, 2017**
- 3. Planning Commission Meeting Synopsis – July 18, 2017**
- 4. Hart invoice 07/31/2017 for election equipment.**
- 5. Livingston County Sheriff Report- July 2017**

Trustee Pool moved to receive and place on file Communication #1-5 as presented. (Trustee Walker seconded.) The motion carried; all ayes.

**PUBLIC REMARKS**

None.

**UNFINISHED BUSINESS**

None.

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**NEW BUSINESS**

**1. Livingston County Sheriff presentation Deerfield Twp. training range.**

Livingston County Undersheriff Jeff Warder introduced himself. Lt. Mike Nast informed the board of the department's new firearms training facility in Deerfield Township. A forty-five acre no-longer used gravel pit off Faussett Rd., owned by the Livingston County Road Commission, is going to be used as a shooting range by the Sheriff Department. Shooting and scenario-based training will take place May through October. The facility will be used only for the sheriff department and is not public. A benefit for Tyrone Township is that 80-100 marked patrol cars will be in this area and increases the visibility of the police. No motion was made.

**2. Presentation of township audit by Gabridge & Co.**

Joe Verlin of Gabridge & Co. presented the township's audit. Mr. Verlin said the township received an unmodified opinion which is the highest level. No motion was made.

**3. Economic Development Council Livingston/Ann Arbor SPARK Presentation.**

Rich Perlberg, Phil Santer, and Marcia Gebarowski from the Economic Development Council of Livingston County/Ann Arbor SPARK explained the benefits of supporting the EDC/Ann Arbor SPARK council. No motion was made.

**4. Discussion of the Spicer engineering quote for the proposed drain.**

Treasurer Bunting-Smith moved to authorize Spicer Engineering to do an initial project review of the Orchard Park Intercounty Drain. The cost of the review is quoted as \$2000-\$4000. (Trustee Walker seconded.) The motion carried; all ayes.

**5. Resolution #170801 to proceed with the project and direct the preparation of the plans and cost estimates for the proposed Silver Lake Estates Waste Collection special assessment project.**

RESOLUTION #170801  
TYRONE TOWNSHIP, LIVINGSTON COUNTY

SILVER LAKE ESTATES  
WASTE REMOVAL PROJECT (2017)

RESOLUTION TO PROCEED WITH THE PROJECT AND DIRECTING  
PREPARATION OF THE PLANS AND COST ESTIMATES

WHEREAS, the Board of Trustees of the Township has received a petition signed by property owners of the Silver Lake Estates subdivision of the Township requesting that a single

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waste hauler be established for the collection and disposal of garbage and rubbish within the Silver Lake Estates subdivision in the Township as described in Exhibit A (the “Project”);

WHEREAS, the Board of Trustees of the Township desires to establish the Project, and;

WHEREAS, the Board of Trustees of the Township has tentatively determined to proceed with the Project in accordance with Act No. 188, Michigan Public Acts of 1954 as amended, and;

WHEREAS, the Board of Trustees of the Township has tentatively determined to continue to use special assessment funds to pay the costs of the Project;

NOW, THEREFORE, BE IT RESOLVED THAT:

1. In accordance with Act No. 188, Michigan Public Acts of 1954, as amended, and the laws of the State of Michigan, the Township Supervisor is directed to have plans prepared illustrating the Project, the location of the Project, and an estimate of the cost of the Project.

2. The plans and estimates identified in paragraph 1, when prepared, shall be filed with the Township Clerk.

RESOLVED BY: Trustee Schultz

SUPPORTED BY: Trustee Pool

VOTE: Pedersen, no; Schultz, yes; Walker, no; Pool, yes; Bunting-Smith, yes; Husted, yes; Cunningham, no.

ADOPTION DATE: August 15, 2017

**CERTIFICATION OF THE CLERK**

The undersigned, being the duly qualified and acting Clerk of Tyrone Township, Livingston County, Michigan, hereby certifies that (1) the foregoing is a true and complete copy of a resolution adopted by the Township Board at a regular meeting, held on August 15, 2017, at which meeting a quorum was present and remained throughout, (2) the original thereof is on file in the records in my office, (3) the meeting was conducted, and public notice thereof was given, pursuant to and in full compliance with the Open Meetings Act (Act No. 267, Public Acts of Michigan, 1976, as amended) and (4) minutes of such meeting were kept and will be or have been made available as required thereby.



\_\_\_\_\_  
Marcella Husted  
Tyrone Township Clerk

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EXHIBIT A

DESCRIPTION OF PROJECT

The project (the “Project”) will consist of the establishment of a single waste hauler for the collection and disposal of garbage and rubbish along the following streets in the Silver Lake Estates subdivision in Tyrone Township: Bay of Firth Blvd., Englishman Drive, Majorca Drive, Malaga Drive and Marinus Drive.

- 6. Resolution #170802 to approve the project, schedule the first hearing and direct statutory notices for the proposed Silver Lake Estates waste collection special assessment project.**

RESOLUTION #170802  
TYRONE TOWNSHIP, LIVINGSTON COUNTY

SILVER LAKE ESTATES  
WASTE REMOVAL PROJECT (2017)

RESOLUTION TO APPROVE THE PROJECT,  
SCHEDULING THE FIRST HEARING  
AND DIRECTING THE ISSUANCE OF STATUTORY NOTICES

WHEREAS, the Board of Trustees of the Township has received a petition signed by property owners in the Silver Lake Estates subdivision of the Township requesting that a single waste hauler be established for the collection and disposal of garbage and rubbish within the Silver Lake Estates subdivision in the Township as described in Exhibit A (the “Project”);

WHEREAS, the Board of Trustees of the Township desires to establish the Project, and;

WHEREAS, the Board of Trustees of the Township has approved the establishment of the Project;

WHEREAS, preliminary plans and cost estimates for the Project have been filed with the Township Clerk;

WHEREAS, the Board of Trustees of the Township has tentatively determined to use special assessments to raise the funds to pay the costs of the Project and has tentatively determined to proceed with the Project;

WHEREAS, the special assessment district (the “Special Assessment District”) for the Project has been tentatively determined by the Township and is described in Exhibit B;

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NOW, THEREFORE, BE IT RESOLVED THAT:

1. The Board of Trustees of the Township hereby tentatively declares its intent to proceed with the Project.

2. In accordance with Act No. 188, Michigan Public Acts of 1954, as amended, and the laws of the State of Michigan, there shall be a public hearing on the Project and the proposed Special Assessment District for the Project which is known as the “Tyrone Township Silver Lake Estates Waste Removal Project (2017) Special Assessment District.”

3. The public hearing will be held on Tuesday, September 5, 2017 at 7:00 p.m., at the offices of Tyrone Township, Livingston County, Michigan.

4. The Township Clerk is directed to mail, by first class mail, a notice of the public hearing to each owner of or party in interest in property to be assessed, whose name appears upon the last Township tax assessment records. The last Township tax assessment records means the last assessment roll for ad valorem tax purposes which has been reviewed by the Township Board of Review, as supplemented by any subsequent changes in the names or addresses of such owners or parties listed thereon. The notice to be mailed by the Township Clerk shall be similar to the notice attached as Exhibit B and shall be mailed by first class mail on or before August 22, 2017. Following the mailing of the notices, the Township Clerk shall complete an affidavit of mailing similar to the affidavit set forth in Exhibit C.

5. The Township Clerk is directed to publish a notice of the public hearing in the Tri-County Times, a newspaper of general circulation within the Township. The notice shall be published twice, once on or before August 27, 2017 and once on or before September 3, 2017. The notice shall be in a form substantially similar to the notice attached as Exhibit B.

RESOLVED BY: Clerk Husted

SUPPORTED BY: Treasurer Bunting-Smith

VOTE: Husted, yes; Cunningham, no; Walker, no; Schultz, yes; Pedersen, no; Pool, yes; Bunting-Smith, yes.

ADOPTION DATE: August 15, 2017

**CERTIFICATION OF THE CLERK**

The undersigned, being the duly qualified and acting Clerk of Tyrone Township, Livingston County, Michigan, hereby certifies that (1) the foregoing is a true and complete copy of a resolution adopted by the Township Board at a regular meeting, held on August 15, 2017, at which meeting a quorum was present and remained throughout, (2) the original thereof is on file in the records in my office, (3) the

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meeting was conducted, and public notice thereof was given, pursuant to and in full compliance with the Open Meetings Act (Act No. 267, Public Acts of Michigan, 1976, as amended) and (4) minutes of such meeting were kept and will be or have been made available as required thereby.



\_\_\_\_\_  
Marcella Husted  
Tyrone Township Clerk

**EXHIBIT A**

**DESCRIPTION OF PROJECT**

The project (the “Project”) will consist of the establishment of a single waste hauler for the collection and disposal of garbage and rubbish along the following streets in the Silver Lake Estates subdivision in Tyrone Township: Bay of Firth Blvd., Englishman Drive, Majorca Drive, Malaga Drive and Marinus Drive.

**EXHIBIT B**

**FORM OF NOTICE OF PUBLIC HEARING**

Tyrone Township  
Livingston County, Michigan

**NOTICE OF PUBLIC HEARING  
UPON SPECIAL ASSESSMENT ROLL FOR THE  
TYRONE TOWNSHIP SILVER LAKE ESTATES  
WASTE REMOVAL PROJECT (2017) SPECIAL ASSESSMENT DISTRICT**

NOTICE IS HEREBY GIVEN:

(1) The Township Board of Tyrone Township, Livingston County, Michigan (the “Township”) in accordance with the laws of the State of Michigan, will conduct a public hearing beginning at 7:00 p.m., local time, on September 5, 2017 at the Tyrone Township Hall, 10408 Center Road, Fenton, Michigan, to review the following proposed special assessment district:

**TYRONE TOWNSHIP SILVER LAKE ESTATES  
WASTE REMOVAL PROJECT (2017)  
SPECIAL ASSESSMENT DISTRICT**

and to hear any objections thereto and the proposed project.

(2) The project (the “Project”) will consist of establishing a single waste hauler for the Silver Lake Estates in Tyrone Township. The Project is designed to serve the properties in the Special

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Assessment District (the “District”), which District consists of the properties located within the area designated on the map attached at Appendix I and includes the specific properties that are identified by the permanent lot and parcel numbers described in Appendix II.

(3) The Township plans to impose special assessments on the properties located in the Special Assessment District to pay for the costs of the Project.

(4) The plans and cost estimates for the proposed Project and the description of the District are now on file in the office of the Township Clerk for public inspection. Periodic redeterminations of the cost of the Project may be made, and subsequent hearings shall not be required if such cost redeterminations do not increase the estimated cost of the Project by more than 10%. Any person objecting to the proposed Project or the proposed District must file his or her objections in writing with the Township Clerk before the close of the September 5, 2017 public hearing or within such additional time (if any) as the Township Board may grant.

This notice is given by order of the Tyrone Township Board.

Dated: August 15, 2017

Marcella Husted  
Tyrone Township Clerk

APPENDIX I

Map of Special Assessment District



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**APPENDIX II**

Special Assessment District  
Permanent Parcel Numbers

4704-05-203-029	4704-05-203-058	4704-05-203-110	4704-05-203-042
4704-05-203-030	4704-05-203-060	4704-05-203-111	4704-05-203-043
4704-05-203-041	4704-05-203-068	4704-05-203-112	4704-05-203-044
4704-05-203-092	4704-05-203-069	4704-05-203-113	4704-05-203-045
4704-05-203-093	4704-05-203-070	4704-05-203-078	4704-05-203-046
4704-05-203-094	4704-05-203-071	4704-05-203-079	4704-05-203-047
4704-05-203-095	4704-05-203-072	4704-05-203-080	4704-05-203-048
4704-05-203-096	4704-05-203-083	4704-05-203-081	4704-05-203-049
4704-05-203-097	4704-05-203-084	4704-05-203-082	4704-05-203-050
4704-05-203-114	4704-05-203-086	4704-05-203-085	4704-05-203-051
4704-05-203-115	4704-05-203-098	4704-05-203-087	4704-05-203-052
4704-05-203-116	4704-05-203-099	4704-05-203-088	4704-05-203-053
4704-05-203-117	4704-05-203-100	4704-05-203-089	4704-05-203-054
4704-05-203-118	4704-05-203-101	4704-05-203-090	4704-05-203-055
4704-05-203-119	4704-05-203-102	4704-05-203-091	4704-05-203-056
4704-05-203-120	4704-05-203-103	4704-05-203-065	4704-05-203-057
4704-05-203-121	4704-05-203-104	4704-05-203-066	4704-05-203-059
4704-05-203-122	4704-05-203-105	4704-05-203-067	4704-05-203-061
4704-05-203-123	4704-05-203-106	4704-05-203-073	4704-05-203-062
4704-05-203-124	4704-05-203-107	4704-05-203-074	4704-05-203-063
4704-05-202-026	4704-05-203-108	4704-05-203-075	4704-05-203-064
4704-05-202-008	4704-05-203-109	4704-05-203-076	4704-05-203-077

**EXHIBIT C**

**AFFIDAVIT OF MAILING**

STATE OF MICHIGAN        )  
  )  
COUNTY OF LIVINGSTON )

Marcella Husted, being first duly sworn, deposes and says that she personally prepared for mailing, and did on August 22, 2017, send by first-class mail, the notice of hearing, a true copy of which is attached hereto, to each record owner of or party in interest in all property to be assessed for the improvement described therein, as shown on the last local tax assessment records of the Township of Tyrone; that she personally compared the address on each envelope against the list of property owners as shown on the current tax assessment rolls of the Township;



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that each envelope contained therein such notice and was securely sealed with postage fully prepaid for first-class mail delivery and plainly addressed; and that she personally placed all of such envelopes in a United States Post Office receptacle on the above date.



\_\_\_\_\_  
Marcella Husted  
Tyrone Township Clerk

Subscribed and sworn to before me  
this 22<sup>nd</sup> day of August 2017.

\_\_\_\_\_  
Notary Public  
\_\_\_\_\_ County, Michigan  
Acting in Livingston County  
My commission expires:

**7. Appointment of new Township Treasurer.**

RESOLUTION #170803  
TYRONE TOWNSHIP, LIVINGSTON COUNTY

APPOINTMENT OF JENNIFER EDEN AS TREASURER

Supervisor Cunningham resolved to appoint Jennifer Eden as Township Treasurer effective August 28, 2017. (Trustee Schultz seconded). The motion carried; all ayes.

VOTE: Cunningham, yes; Husted, yes; Bunting-Smith, abstain; Pool, yes; Pedersen, yes; Schultz, yes; Walker, yes.

ADOPTION DATE: August 15, 2017

CERTIFICATION OF THE CLERK

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Michigan, 1976, as amended) and (4) minutes of such meeting were kept and will be or have been made available as required thereby.



\_\_\_\_\_  
Marcella Husted  
Township Clerk

**8. Request of the Assistant Zoning Administrator to attend training.**

Trustee Walker moved to authorize the Zoning Administrator Assistant to attend the MI Municipal League training session. (Trustee Schultz seconded.) The motion carried; all ayes.

**9. Request of receptionist/fire billing coordinator to attend assessing training.**

No motion was made. The township has had an informal policy to pay for training only related to the employee's position or job.

**10. Request to purchase two computer systems and software per schedule.**

Treasurer Bunting-Smith moved to authorize the purchase of two computer systems and software to replace the aging computers, per schedule. (Trustee Schultz seconded.) The motion carried; all ayes.

**11. Authorization to remove tree on White Lake Rd.**

Treasurer Bunting-Smith moved to authorize Ronald's Tree Service to remove a large tree on White Lake Rd. to be paid from the right-of-way fund for the cost of \$1,950.00.

**12. Reappointment of two Planning Commissioners.**

Supervisor Cunningham moved to reappoint Mark Meisel and Bill Wood to the Planning Commission for a three year term to expire 8/31/2020. (Trustee Schultz seconded.) The motion carried; all ayes.

**13. Reappointment of two Zoning Board of Appeals members.**

Trustee Walker moved to reappoint Don LoVasco to the Zoning Board of Appeals and appointed Don Bunka as the ZBA Alternate. Both are three year terms that expire 8/31/2020. (Trustee Pool seconded.) The motion carried; all ayes.

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**14. Rental of storage unit.**

Supervisor Cunningham moved to obtain and rent a 10x15 foot storage unit at \$80/month from Ameriguard to store items and old files currently stored in the old township hall to allow the Historical Society to utilize the old building.

**15. Resolution to adopt a Compensation Policy for Consulting Services of Former Township Officials.**

RESOLUTION #170804  
TYRONE TOWNSHIP, LIVINGSTON COUNTY

COMPENSATION POLICY  
FOR CONSULTING SERVICES OF FORMER TOWNSHIP OFFICIALS

WHEREAS, a township official (Supervisor, Treasurer, Clerk) wishes to resign or retire, but agrees to train and/or provide consulting services to the newly appointed official, and

WHEREAS, the township board deems the former official should be compensated for the training period and/or consultation services, and

NOW BE IT RESOLVED, the Township Board adopts a policy to pay consulting former officials an hourly rate using the following formula:

Annual Rate of Pay ÷ (Number of hours in work week x 52 weeks in the year) = Hourly Rate

EXAMPLE: 34,000 ÷ (32 x 52) = \$20.43

RESOLVED BY: Trustee Walker

SUPPORTED BY: Trustee Schultz

VOTE: Walker, yes; Schultz, yes; Pedersen, yes; Pool, yes; Bunting-Smith, yes; Husted, yes; Cunningham, yes.

ADOPTION DATE: August 15, 2017

CERTIFICATION OF THE CLERK

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pursuant to and in full compliance with the Open Meetings Act (Act No. 267, Public Acts of Michigan, 1976, as amended) and (4) minutes of such meeting were kept and will be or have been made available as required thereby.



\_\_\_\_\_  
Marcella Husted  
Township Clerk

**MISCELLANEOUS BUSINESS**

None.

**PUBLIC REMARKS**

None.

**ADJOURNMENT**

Trustee Walker moved to adjourn. (Trustee Pool seconded.) The motion carried; all ayes. The meeting adjourned at 8:41 p.m.