



ACME TOWNSHIP SPECIAL BOARD MEETING
ACME TOWNSHIP HALL
6042 Acme Road, Williamsburg MI 49690
Thursday, June 12, 2014, 4:00 p.m.

MEETING CALLED TO ORDER WITH THE PLEDGE OF ALLEGIANCE AT 4:05 p.m.

Members present: J. Aukerman, C. Dye, A. Jenema, G. LaPointe, J. Zollinger
Members excused: P. Scott, D. White
Staff present: N. Edwardson, Recording Secretary

A. LIMITED PUBLIC COMMENT:

Kelley, Ridgecrest, expressed concerns about the special meetings that the Board has held and would like to see a video of our meetings on line. Kelley suggested that this become an item on the July agenda.

T. Philips, 2986 Wild Juniper Trail, also expressed concerns about the special meetings. He would encourage the Board to think about two meetings a month.

Supervisor, Zollinger, commented that the Board has discussed having two meetings a month. He said we will add it to the July agenda.

B. APPROVAL OF AGENDA:

Motion by Jenema, seconded by LaPointe to approve the agenda as presented. Motion carried by unanimous roll call vote.

C. INQUIRY AS TO CONFLICTS OF INTEREST: None

D. CONSENT CALENDAR: The purpose is to expedite business by grouping non-controversial items together for one Board motion (roll call vote) without discussion. A request to remove any item for discussion later in the agenda from any member of the Board, staff or public shall be granted.

1. ACTION – Consider approval:

**1. Accounts Payable Prepaid \$611.49 and Current \$14,597.66 to be approved
(Recommend approval: Cathy Dye, Clerk)**

Jenema asked about the three Wyant Computer Services invoices. Zollinger stated that two of the invoices were for repair of the existing old service and the other was the monthly lease charge.

Motion by LaPointe, seconded by Aukerman to approve the consent calendar as presented. Motion carried by unanimous roll call vote.

E. NEW BUSINESS:

1. Approval of Resolution for MDNR Grant Sayler Park

Zollinger said that this resolution was from the MDNR stating that Acme Township accepts the terms of the agreement received from MDNR on Sayler Park.

Motion by LaPointe, Seconded by Jenema to approve Resolution R # 2014-21 as presented. Motion carried by unanimous roll call vote.

2. Potential Funds Allocations for Township fund Balances

- 1. Sad Districts**
- 2. Acme Water engineering Project**

FINAL APPROVED MINUTES

3. Engineering project Management/review

Zollinger said the Board finds it important and prudent to demonstrate to the taxpayers why General Fund reserves are built up and how they might be used to promote larger projects for the general welfare and benefit of the community instead of or in addition to requests for additional mileages. This resolution will adopt a schedule of potential fund balance allocations as June 12, 2014. Allocations should not be viewed as a firm commitment to spend township funds, but as a general guideline for community projects. Discussion followed.

Motion by Jenema, seconded by LaPointe to approve Resolution # R 2014-22 as presented, with additional allocation to Hoxsie House - \$17,000.00, Water engineering study - \$14,000.00, GTTC Engineer Inspection-- \$40,000.00 and SAD - \$50,000.00. Motion carried by unanimous roll call vote.

PUBLIC COMMENT & OTHER BUSINESS THAT MAY COME BEFORE THE BOARD:

ADJOURN AT 5:00 pm



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GENERAL TOWNSHIP MEETING POLICIES

- A. All cell phones shall be switched to silent mode or turned off.**
- B. Any person may make a video, audio or other record of this meeting. Standing equipment, cords, or portable microphones must be located so as not to block audience view.**

CALL TO ORDER WITH PLEDGE OF ALLEGIANCE
ROLL CALL

A. LIMITED PUBLIC COMMENT:

Public Comment periods are provided at the beginning and end of each meeting agenda. Members of the public may address the Board regarding any subject of community interest during these periods. Comment during other portions of the agenda may or may not be entertained at the moderator's discretion.

B. APPROVAL OF AGENDA:

INQUIRY AS TO CONFLICTS OF INTEREST:

- D. CONSENT CALENDAR:** The purpose is to expedite business by grouping non-controversial items together for one Board motion (roll call vote) without discussion. A request to remove any item for discussion later in the agenda from any member of the Board, staff or public shall be granted.

1. ACTION – Consider approval:

- a. Accounts Payable Prepaid of _____ and Current to be approved of _____
(Recommend approval: Cathy Dye, Clerk)**

E. NEW BUSINESS:

- 1. Approval of Resolution for MDNR Grant Sayler Park**
- 2. Potential Funds Allocations for Township fund Balances.**
 - 1. Sad Districts**
 - 2. Acme Water engineering Project**
 - 3. GTTC Engineering project Management/review**

PUBLIC COMMENT & OTHER BUSINESS THAT MAY COME BEFORE THE BOARD:

ADJOURN

RESOLUTION

Upon motion made by _____, seconded by _____ the following Resolution was adopted:

"RESOLVED, that the Township of Acme, Michigan, accepts the terms of the Agreement as received from the Michigan Department of Natural Resources, and that the Township agrees, but not by way of limitation, as follows:

1. To appropriate the sum of Ninety-four Thousand Four Hundred Forty-eight dollars (\$94,448.00) to match the Ninety-four Thousand Four Hundred Forty-seven dollars (\$94,447.00) State grant authorized by the Department.
2. To maintain satisfactory financial accounts, documents, and records, and to make them available to the Department for auditing at reasonable times.
3. To construct the facilities and provide the funds, services, and materials as may be necessary to satisfy the terms of the Agreement.
4. To ensure that all premises, buildings, and equipment related procedures comply with all applicable State and Federal regulations.
5. To establish and appoint the _____ to regulate the use of the facilities constructed under this Agreement to assure the use thereof by the public on equal and reasonable terms.
6. To enforce all State statutes and local ordinances pertaining to marine safety and to enforce statutes of the State of Michigan within the confines of the Township pertaining to the licensing of watercraft. Watercraft not fully complying with the laws of the State of Michigan relative to licensing shall not be permitted to use the facility until full compliance with those laws has been made.
7. To comply with all terms of the Agreement, including all terms not specifically set forth in the foregoing portions of this Resolution."

The following aye votes were recorded: _____

The following nay votes were recorded: _____

STATE OF MICHIGAN)
)
COUNTY OF GRAND TRAVERSE)

I, _____, Clerk of the Township of Acme, Michigan, certify that the above is a true and correct copy of the Resolution relative to the Agreement with the Michigan Department of Natural Resources, which was adopted by the Township Board at a meeting held _____, 2014.

Dated: _____

Township Clerk

**ACME TOWNSHIP
GRAND TRAVERSE COUNTY, MICHIGAN
BOARD OF TRUSTEES RESOLUTION #R-2014-___**

**POTENTIAL ALLOCATIONS FOR TOWNSHIP FUND BALANCES
June 12, 2014**

At a regular meeting of the ACME TOWNSHIP BOARD OF TRUSTEES held on June 12, 2014, the ACME TOWNSHIP BOARD OF TRUSTEES, on a Motion made by ____, and seconded by ____, passed the following Resolution by a roll call vote of __ in favor and __ opposed:

WHEREAS, the Acme Township Board of Trustees expects to have an audited General Fund balance as of June 30, 2014 of approximately \$1,172,550, of which cash is \$946,444; representing a surplus of revenues over expenditures built up over time; and

WHEREAS, the budgeted General Fund township operating expenditures for the 2013-14 fiscal year ending June 30, 2014 are currently \$779,142 and the Board finds it prudent to maintain operating fund reserves equal to approximately 6 months of expenditures or approximately \$388,125; and

WHEREAS, the Board further finds it important and prudent to demonstrate to the township's taxpayers and other interested parties why General Fund reserves are built up and how they might be used to promote larger projects for the general welfare and benefit of the community instead of or in addition to requests for additional mileages;

NOW THEREFORE BE IT RESOLVED THAT the Acme Township Board of Trustees adopts the following schedule of potential fund balance allocations as of June 12, 2014 and their GASB 54 allocation type definitions, which are explained on Attachment A to this resolution. Allocations should not be viewed as a firm commitment to spend township funds as listed, but as a general guideline for community projects.

Potential Allocation Category	Cash	Liability	Fund Balance	GASB 54 Allocation Type
General Fund:				
<u>Allocated</u>				
6-month general operating reserves	\$388,125		\$388,125	Committed
Sayler Park Boat Launch Improvement	\$61,920		\$61,920	Committed
Hoxsie House Land Restoration	\$27,000		\$27,000	Committed
Water engineering study	\$14,000.		\$14,000.	Restricted
GTTC Engineer Project Management	\$40,000		\$40,000	Assigned
Other				
Septage Plant Bond Buyout	\$193813	\$146187	\$340,000	Committed
Public Broadcast Equipment Funding	\$6,864		\$6,864	Restricted
PA 48 METRO Act Funds Put additional \$	\$56,235		\$56,235	Restricted (state legislation)
Total Allocated	\$787,957	\$146187	\$934,144	
<u>Unallocated</u>				
Total Unallocated	\$682570		\$682,570	
<u>General Fund Total</u>	\$1,470527	\$146,187	\$1,616,714	

Fire Fund: Funding for services provided by Metro Emergency Services Authority and otherwise maintaining township fire protection	\$105,780		\$105,780	Restricted (dedicated special assessment levy)
Policing Fund: Funding for Grand Traverse Sheriff's Department – dedicated services of 1 Community Policing Officer	\$144,766		\$144,766	Restricted (dedicated special assessment levy)
Cemetery Fund: Funding for township cemetery perpetual care	\$7685		\$7,685	Committed
Liquor Control Fund: Township share of state liquor licensing revenues	\$12,849		\$12,849	Restricted (state legislation)* Can be moved to Policing Fund
Shoreline Preservation: Funding for acquisitions of additions to public shoreline parkland and repayment of related bond issue	\$1,422		\$1,422	Bonds Paid off in 6/1/2014
Farmland Preservation: Funding for the purchase of development rights on qualified working farmlands	\$658,246		\$658,246	Restricted (revenue source restrictions & dedicated millage levy)
Parks & Recreation/Oil & Gas Lease Fund: Funding from township oil & gas exploration and development leases or other sources to be used for public parkland maintenance	\$9,980		\$9,980	Committed
New Urbanist Town Center Planning Fund: 2006 Tribal 2% grant awarded for new Urbanist land use planning	\$28,015		\$28,015	Restricted (revenue source restriction)
Township Improvement Revolving Fund: Funds set aside for potential right-of-way improvements, particularly by financing special assessment districts	\$70,401		\$70,401	Restricted (funds currently in this account are METRO Act PA 48 state legislatively-restricted funds)
Sewer Fund: (including all accounts for sanitary sewer, septage treatment plant, water systems and non-regional sewer sanitary systems)	\$942,666		\$942,666	Restricted (revenue source restriction – user fees)

I, Cathy Dye, Acme Township Clerk, do hereby certify that the foregoing is a true and original copy of a resolution adopted by the Acme Township Board of Trustees at a Special Meeting thereof held on June 12, 2014.

Cathy Dye, Acme Township Clerk

ACME TOWNSHIP
GRAND TRAVERSE COUNTY, MICHIGAN
BOARD OF TRUSTEES RESOLUTION #R-2014-

POTENTIAL ALLOCATIONS FOR TOWNSHIP GENERAL FUND BALANCE
June 12, 2014

EXHIBIT A: GASB 54 FUND ALLOCATION TYPE DEFINITIONS

Non-Spendable Fund Balance:

Includes amounts that are not in a spendable form (inventory for example) or are required to be maintained intact (the principal of an endowment fund, for example).

Restricted Fund Balance:

Includes amounts that can be spent only for the specific purposes stipulated by external resource providers (for example grant providers), constitutionally, or through enabling legislation (that is, legislation that creates a new revenue source and restricts its use). Effectively, restrictions may be changed or lifted only with the consent of resource providers.

Committed Fund Balance:

Includes amounts that can be used only for the specific purposes determined by a formal action of the government's highest level of decision-making authority. Commitments may be changed or lifted only by the government taking the same formal action that imposed the constraint originally.

Assigned Fund Balance:

Comprises amounts *intended* to be used by the government for specific purposes. Intent can be expressed by the governing body or by an official or body to which the governing body delegates the authority. In governmental funds other than the general fund, assigned fund balance represents the amount that is not restricted or committed. This indicates that resources in other governmental funds are, at a minimum, intended to be used for the purpose of that fund.

Unassigned Fund Balance:

Is the residual classification for the general fund and includes all amounts not contained in the other classifications. Unassigned amounts are technically available for any purpose. If another governmental fund has a fund balance deficit, then it will be reported as a negative amount in the unassigned classification in that fund. Positive unassigned amounts will be reported only in the general fund.

Ye2013/14 = \$ 259,609.00 from 6/10/14 R&V report
-\$17,000 Hoxsie house
-\$14,000 Water engineering
-\$40,000 GTTC Engineer Inspection
-\$50,000 SAD district
<hr/>
+138,609.00 remaining
Additional June and July 2013/14 billings about \$80,000
Remainder +\$58,609.00
Additional revenue \$ 6800. Metro48 line 631.00

670.000 Lease Revenue: We are not predicting any revenue from production related to existing gas exploration

leases. 671.000 Misc. Revenues: None

676.000 Reimbursements: 0

Expenditures:

902.000 Bank Charges: Negligible.

930.002 Parks & Recreation Expenditures: 0

930.003 Phragmites Eradication: We do not expect to perform eradication during 2012-13.

930.005 Shoreline Redevelopment:

956.000 Miscellaneous: None

999.000 Transfers to Other Funds: None

Fund 246: Township Improvement Revolving Fund

The township fund's for improvement to roads where we have an opportunity to leverage Citizens dollars and contributions from GTC Road Commission with this revolving fund. We used accumulated receipts from the METRO Act, which are received in to our General Fund but which are actually restricted in use to repairs and improvements to road rights-of-way. Many of our roads are in dire need of repair. There are two ways townships may legally pay for road improvements: through bonding or through money from the general fund or a revolving improvement fund. The township can contribute up to 1 mill on the taxable value of the township to a revolving fund from the general fund per year. Money can be transferred back to the general fund at any time, and some must be transferred back if the revolving fund exceeds 5 mills on township taxable value. The township would pay up front for road repairs and be reimbursed by people in a SAD by Bonds taken out to support these individual SAD district needs.

Revenues:

Expenditures:

992.00 Road Project Debts

002.000 Road Project Debts: This is where we will disburse the maximum of \$10,000.00 for engineering costs that the

631.000 ACT 48 Maintance Public Row: This is where we would deposit receipts from the state pursuant to the METRO Act going forward, so that in the future we don't have to worry about segregating them in and transferring them out of the General Fund.