

CHARTER TOWNSHIP OF HAMPTON
REGULAR MEETING
NOVEMBER 6, 2017

The regular meeting of the Charter Township of Hampton Board of Trustees was called to order at 7:00 p.m. by the Supervisor in the Boardroom of the Hampton Township Administrative Offices.

The pledge of allegiance was given to the flag.

The invocation was read and a moment of silence observed.

PRESENT: DeWyse, Hugo, Klass, Samyn, Wright, Close, Foret

ABSENT: None

ALSO PRESENT: Benchley, Weiler, VanDenBoom, Sheppard & 3 people in audience

Motion by Hugo seconded by Foret that the minutes of the October 16, 2017 regular meeting be approved as printed and that the reading of the minutes be waived. Motion carried.

COMMUNICATIONS:

Motion by DeWyse seconded by Hugo that the Police Report for September 2017 be received. Motion carried.

Motion by Hugo seconded by Klass that the membership information from Brian's House be received. Motion carried.

Motion by Klass seconded by Hugo that the public hearing notice for the Beaver Township ORV Ordinance be received. Motion carried.

Motion by Hugo seconded by Foret that the Fire Report for October 2017 be received. Motion carried.

AUDITORS REPORT:

Motion by Hugo seconded by DeWyse that the following warrants be approved for payment:

#43805 - #43879	General Fund	\$ 43,492.15
electronic transfer	October pension	31,341.47
#3033 - #3038	Building Fund	23,483.46
#1002 - #1004	DDA Fund	62.33
#1059 - #1061	DDA Debt Retirement	88,434.00

#1117	Road Fund	3,318.05
#3640 - #3650	Sewer Fund	26,734.71
#6194 - #6205	Tax Fund	16,650.46
#2484 - #2502	Public Safety Fund	95,919.36
#1439 - #1443	Water Fund	<u>339,397.13</u>
		\$668,833.12

AYES: Hugo, DeWyse, Foret, Klass, Samyn, Wright, Close
NAYS: None
Motion carried.

OPEN TO THE PUBLIC:

No one addressed the Board.

UNFINISHED BUSINESS:

There was no unfinished business.

NEW BUSINESS:

Meeting was opened to the public for a public hearing on the proposed 2018 budget for the township.

There were no comments.

Public portion of the meeting was closed.

Motion by Hugo seconded by Foret that the following be adopted as the 2018 Budget for the township.

WHEREAS, a public hearing has been held by the Township Board of Trustees on said proposed budget preceded by not less than one week published notice as required by Section 26 of the Charter Township Act;

AND WHEREAS, all persons present at said public hearing were afforded an opportunity to be heard on said proposed budget;

AND WHEREAS, said proposed budget includes a complete financial plan for the next calendar year (2018) of the Township as detailed in Section 25 of the Charter Township Act;

AND WHEREAS, such proposed budget, as modified, is in the opinion of the Township Board, in the best interest of the Township and reasonable and proper;

NOW, THEREFORE, BE IT RESOLVED, that said budget, modified for the next calendar year (2018) of the Township, is hereby adopted to govern the expenditures of the Township funds during said period, by activity, except to the extent of any unallocated supplemental or surplus funds which, by subsequent board resolution, may be subsequently allocated or reallocated in the best interest of the Township.

NOW, THEREFORE, BE IT FURTHER RESOLVED, that the Hampton Township operational millage rate is established at 5.0000 mills to be levied upon the Taxable Valuation of \$361,354,785.00 on the 2017 Winter Tax Roll for Hampton Township. This levy will generate revenue for the Township operational purposes of \$1,790,774.07 of which the Downtown Development Authority (DDA) will capture \$26,070.86 leaving a total of \$1,764,703.21. And that the Road Improvement Levy millage rate is .65 mills which will generate for road improvements in the amount of \$232,800.59, of which the Downtown Development Authority (DDA) will capture \$3,389.18 leaving a total of \$229,411.41. And that the Public Safety Levy millage rate of 1.00 mills which will generate revenue for public safety in the amount of \$358,154.79, of which the Downtown Development Authority (DDA) will capture \$5,214.41 leaving a total of \$352,940.38. And a Drain Assessment generating \$228,932.29.

GENERAL FUND	REVENUE:	Expendable Fund Balance	908,613
		Revenue from Taxes	2,195,914
		Permits & Licenses	204,500
		State Revenues	752,500
		Interest and Rents	40,500
		Other Revenues	177,924
	TOTAL GENERAL FUND REVENUE:		4,279,951
	EXPENSE:	101 – Township Board	90,640
		171 – Supervisor	92,585
		191 – Elections	20,420
		201 – General Services Administration	91,570
		209 – Assessor	106,175

GENERAL FUND	EXPENSE:	210 – Attorney	27,000
		211 – Consultant	25,000
		215 – Clerk	87,830
		245 – GIS	1,300
		247 – Board of Review	1,580
		253 – Treasurer	100,740
		265 – Hall & Grounds	65,427
		266 – Community Building	25,640
		294 – Public Relations	3,500
		400 – Planning Commission	13,623
		410 – Board of Appeals	4,560
		441 – Department of Public Works	569,215
		442 – Ord. Enforcement/Weed Cutting	8,640
		443 – Bay County Drain Commission	-0-
		444 – O&M Drain Contract	273,000
		446 – Highways & Streets	15,000
		447 – Engineering	3,000
		448 – Street Lights	120,000
		526 – Landfill	167,860
		751 – Finn Road Park/Boat Launch	93,140
		752 – Parks – Other	56,000
		753 – Railtrail	9,500
		851 – Insurance & Bonds	140,000
		874 – Retirement Benefits	341,185
		890 – Contingency	192,684
		000 – Transfer to Public Safety	1,533,137
	TOTAL GENERAL FUND EXPENSE:		4,279,951
BUILDING FUND	REVENUE:	Expendable Fund Balance	85,010
		Permit Fees	79,000
		Interest	100
	TOTAL BUILDING FUND REVENUE:		164,110
	EXPENSE:	201 – General Services	100,485
		371 – Building Inspector	17,198
		372 – Plumbing/Heating Inspector	22,700

BUILDING FUND	REVENUE:	373 – Electrical Inspector	10,539
		890 – Contingency	13,188
TOTAL BUILDING FUND EXPENSE:			164,110

ROADS FUND	REVENUE:	Expendable Fund Balance	222,565
		Revenue from Taxes	228,945
		Interest	3,100
TOTAL ROADS FUND REVENUE:			454,610
EXPENSE:	446 – Road Levy/Services	453,415	
	890 – Contingency	1,195	
TOTAL ROADS FUND EXPENSE:			454,610

DOWNTOWN DEVELOPMENT DEBT SERVICE FUND			
REVENUE:	Expendable Fund Balance	45,221	
	Interest	1	
	Other Revenues	90,000	
TOTAL DEBT SERVICE REVENUE:			135,222
EXPENSE:	800 – Bond Payment	95,355	
	956 – Contingency	39,867	
TOTAL DEBT SERVICE EXPENSE:			135,222

DDA FUND	REVENUE:	Expendable Fund Balance	126,121
		Revenue from Taxes	104,200
		Interest	35
TOTAL DDA REVENUE:			230,356
EXPENSE:	201 – Office Expense	175	

DDA FUND	EXPENSE:	210 – Legal Fees	1,000
		211 – Consultant	100
		447 – Engineer	100
		538 – Construction Project	-0-
		706 – Land	-0-
		865 – Insurance	1,700
		956 – Contingency	131,926
		900 – Transfer to Debt Service Fund	95,355
TOTAL DDA EXPENSE:			230,356

UTILITY FUND	REVENUE:	Expendable Fund Balance	890,807
		Program Revenues	2,036,400
		Interest	10,450
		TOTAL UTILITY FUND REVENUE:	
EXPENSE:	492 – Equipment Replacement	70,000	
	527 – Sewage Disposal	800,000	
	536 – Sewer Operating	622,080	
	851 – Insurance & Bonds	606,011	
	890 – Contingency	839,566	
TOTAL UTILITY FUND EXPENSE:			2,937,657

PUBLIC SAFETY	REVENUE:	Expendable Fund Balance	6,074
		Property Taxes	352,223
		Transfer from General Fund	1,533,137
		Other Revenue	6,075
		TOTAL PUBLIC SAFETY REVENUE:	
EXPENSE:	301 – Police	944,740	
	336 – Fire	940,620	
	890 – Contingency	12,149	
TOTAL PUBLIC SAFETY EXPENSE:			1,897,509

WATER FUND	REVENUE:	Expendable Fund Balance	1,088,953
		Program Revenues	1,419,290
		Interest	5,150
		Transfer from General Fund	-0-
		TOTAL WATER FUND REVENUE:	2,513,393
	EXPENSE:	537 – Water	1,424,125
		890 – Contingency	1,089,268
	TOTAL WATER FUND EXPENSE:		2,513,393

AYES: Hugo, Foret, Klass, DeWyse, Samyn, Wright, Close
NAYS: None
Motion carried.

Motion by Hugo seconded by Foret to accept the idea and to proceed with the development of a gun range on Arms Road and to waive any Planning Commission or special use fees that are associated with the project.

AYES: Hugo, Foret, DeWyse, Klass, Samyn, Wright, Close
NAYS: None
Motion carried.

Motion by Hugo seconded by Foret to approve the PA116 application for Peter & Marie Ratajczak, parcel number 09-070-061-300-035.00.

AYES: Hugo, Foret, Klass, DeWyse, Samyn, Wright, Close
NAYS: None
Motion carried.

Motion by Hugo seconded by Foret to award the bid for siding on the Community Building at a cost of \$3,347.09 to WimStatt.

AYES: Hugo, Foret, Klass, DeWyse, Samyn, Wright
NAYS: None
ABSTAIN: Close
Motion carried.

Motion by DeWyse seconded by Klass to award the bid for windows at the Police Station to ABC at a cost of \$3,662.12.

AYES: DeWyse, Klass, Hugo, Foret, Samyn, Wright
NAYS: None
ABSTAIN: Close
Motion carried.

Motion by Hugo seconded by Klass to award the bid for furnace replacement at the DPW to G & W Heating at a cost of \$3,932.00.

AYES: Hugo, Klass, DeWyse, Foret, Samyn, Wright, Close
NAYS: None
Motion carried.

Motion by Foret seconded by DeWyse to approve the purchase of a “back-up” speed drive (starter drive) for the sewer pump station from Standard Electric at a cost of \$5,000.00.

AYES: Foret, DeWyse, Hugo, Klass, Samyn, Wright, Close
NAYS: None
Motion carried.

Motion by Hugo seconded by Foret to allow Bay Medical Care Facility use of the township hall on December 4th & 5th 2017 with no fee charged.

AYES: Hugo, Foret, DeWyse, Klass, Samyn, Wright, Close
NAYS: None
Motion carried.

Motion by Hugo seconded by Klass that the following resolution be approved:

RESOLUTION TO EXEMPT THE TOWNSHIP
FROM THE REQUIREMENTS OF PUBLIC ACT 152 OF 2011
FRO THE NEXT SUCCEEDING YEAR

BE IT RESOLVED, that the Charter Township of Hampton, by 2/3 vote of its governing body, does hereby exercise its option to exempt itself for the next succeeding year (2018) from the provisions of Public Act 152 of 2011 as provided under Section 8(1) of this Act.

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AYES: Hugo, Klass, Foret, DeWyse, Samyn, Wright, Close
NAYS: None
Motion carried.

Motion by Hugo seconded by Foret to have the Supervisor schedule a work session of the Board to discuss the transfer station. Motion carried.

Discussion on New Hope pump station upgrade. Authorize the Supervisor to continue negotiations and to bring revised agreement back to Board.

Motion by Hugo seconded by DeWyse to accept the standards presented for plastic water line underground services. Motion carried.

Motion by Foret seconded by Hugo to approve the Outside Storage Lease Agreement for Finn Road Park.

AYES: Foret, Hugo, DeWyse, Klass, Samyn, Wright, Close
NAYS: None
Motion carried.

ATTORNEY REPORT:

Sheppard had no report.

ENGINEER REPORT:

Bartow was not present.

STANDING COMMITTEE REPORTS:

There were no standing committee reports.

OFFICER/TRUSTEE REPORTS:

TREASURER	10/16/17 – 10/20/17	Water Fund`	\$ 118,909.93
		Building Fund	6,186.00
		General Fund	48,009.23
		Tax Fund	<u>4,393.71</u>
			\$ 177,498.87

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TREASURER	10/23/17 – 10/27/17	Water Fund	\$ 242,928.48
		Building Fund	5,180.00
		General Fund	1,724.21
		Tax Fund	<u>7,454.68</u>
			\$ 257,287.37
	10/30/17 – 11/03/17	Water Fund	\$ 185,040.76
		Building Fund	1,125.00
		General Fund	19,277.04
		Tax Fund	<u>1,653.13</u>
			\$ 207,095.93

TRUSTEES Foret addressed the Water Advisory meeting.

SUPERVISOR Finn Road Park update.

OPEN TO THE PUBLIC:

No one addressed the Board.

Motion by Hugo seconded by Klass that the meeting adjourn. Motion carried. Meeting adjourned at 8:10 p.m..

Respectfully submitted:

Pamela J. Wright, Clerk

Teresa Close, Supervisor

