



Minutes of **SPECIAL MEETING**
Held **July 11, 2013**

Township of Springfield

Laura Moreau, Clerk

Call to Order: Supervisor Walls called the July 11, 2013 Special Meeting of the Springfield Township Board to order at 7:00 pm at the Springfield Township Civic Center, 12000 Davisburg Road, Davisburg, MI 48350.

Roll Call:

Board Members Present

Collin Walls	Township Supervisor
Laura Moreau	Township Clerk
Jamie Dubre	Township Treasurer
Marc Cooper	Township Trustee
Judy Hensler	Township Trustee
David Hopper	Township Trustee
Dennis Vallad	Township Trustee

Board Members Not Present

None

Others Present

Greg Need	Township Attorney
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Public Hearing:

Special Assessment Roll-Sherwood/Patrick Improvement

Supervisor Walls stated the purpose of this meeting is to review, hear objections to and confirm a Four Year Special Assessment Roll for the purpose of financing payment, fees, and charges related to road repairs of Sherwood Road and Patrick Drive. He explained that an owner or any party of interest in property to be assessed, or their agent, may appear in person to protest the Special Assessment or they may also protest with a letter filed with the Township Clerk. Clerk Moreau clarified that no letters of protest to this Special Assessment have been received.

Supervisor Walls stated that appearance or written protest to the Special Assessment at the time and place of review is required in order to appeal the amount of the Special Assessment to the Michigan Tax Tribunal. He commented that if anyone wished to do so tonight, they could do so and to put it in writing - to make sure they sign their written protest and to include their printed name and address.

Individual property assessments were mailed to everyone within the Assessment District. There are 73 parcels, 69 of them were at full assessment all equal to \$188.54 per year. One tax parcel, which is unbuildable, was assessed at \$0; two other parcels with addresses on Rattalee Lake Road and frontage on Sherwood Road were assessed at a ¼ of the amount or \$47.13 per year.



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The Public Hearing was opened at 7:03 p.m.

Phillip Strehle, 9318 Sherwood Drive, asked if the assessment is being collected in advance being it will be on the December 2013 property tax bill but the improvements won't be made until 2014. Treasurer Dubre clarified that those taxes are not payable until February of 2014. He then asked what happens to the contingency money if it is not used. Supervisor Walls said it will be refunded to the residents unless it is less than 5% of the amount.

The Public Hearing was closed at 7:05pm.

Supervisor Walls noted the items that now need to be adopted or approved by the Board - the Resolution confirming the Special Assessment Roll for the Special Assessment District, the Resolution to establish the Springfield Township Improvement Revolving Fund, the Improvement Revolving Fund Advanced Funds Policy, and a motion to authorize a fund amount for that Improvement Revolving Fund which should be at least a minimum of \$50,000 to cover this specific project.

Resolution to establish the Springfield Township Improvement Revolving Fund

- * **Trustee Hopper moved the Resolution as presented, to establish the Springfield Township Improvement Revolving Fund. Clerk Moreau supported the motion. Vote on the motion. Yes: Cooper, Dubre, Hensler, Hopper, Moreau, Vallad, and Walls; No: None; Absent: None. The motion carried by a 7 to 0 vote.**

Resolution confirming the Special Assessment Roll for the Special Assessment District

- * **Trustee Hensler moved the Resolution confirming the Special Assessment Roll for the Special Assessment District designated Sherwood/Patrick Special Assessment District. Trustee Vallad supported the motion. Vote on the motion. Yes: Cooper, Dubre, Hensler, Hopper, Moreau, Vallad, and Walls; No: None; Absent: None. The motion carried by a 7 to 0 vote.**

Funds to be transferred into the Improvement Revolving Fund

Treasurer Dubre recommended that since this a revolving fund for the purpose of improvements, that it be funded with additional funds over and above the \$50,000 needed for this project and suggested it be \$100,000. She explained why this was her opinion and



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that these funds would still ultimately belong to the General Fund and any interest would be deferred back to the General Fund.

The Board discussed whether or not to fund the revolving fund with more money than what this specific project requires. The majority of the Board did not feel it was necessary to do this; at the time a future request might be made, other factors would have to be taken into consideration before the revolving fund would become an option. Also, a request may not come along for another several years.

- * **Trustee Hopper moved to initially transfer \$50,000.00 (from the General Fund - Unallocated) for the initial setup of the Springfield Township Improvement Revolving Fund as established this evening. Trustee Hensler supported the motion. Vote on the motion. Yes: Cooper, Hensler, Hopper, Moreau, Vallad, and Walls; No: Dubre; Absent: None. The motion carried by a 6 to 1 vote.**

Springfield Township Improvement Revolving Fund Advanced Funds Policy for SADs

- * **Clerk Moreau moved to adopt the Springfield Township Improvement Revolving Fund Advanced Funds Policy for SADs. Trustee Vallad supported the motion. Vote on the motion. Yes: Cooper, Dubre, Hensler, Hopper, Moreau, Vallad, and Walls; No: None; Absent: None. The motion carried by a 7 to 0 vote.**

Adjournment:

Hearing no other business, Supervisor Walls adjourned the meeting at 7:19pm.

Collin Walls, Township Supervisor

Laura Moreau, Township Clerk

Charter Township of Springfield
RESOLUTION
2013-10

Resolution to establish the Springfield Township Improvement Revolving Fund

WHEREAS, townships are authorized by Act 188 of 1954 (the Act) to make certain improvements and to fund those improvements through issuing bonds, levying taxes or by assessing the whole or part of the cost of an improvement against the property benefited through the establishment of a Special Assessment District (SAD); and

WHEREAS, certain projects funded through an SAD may realize significant cost savings and/or practical benefit if funds are advanced; and

WHEREAS, the Act provides for this alternate method of defraying the cost of an improvement made under the Act;

NOW, THEREFORE, BE IT RESOLVED that the Township Board of the Charter Township of Springfield hereby establishes the Springfield Township Improvement Revolving Fund (STIRF) and shall administer the STIRF in accordance with Act 188 and as further defined by the Springfield Township Advanced Funds Policy for SADs.

Yes: Cooper, Dubre, Hensler, Hopper, Moreau, Vallad and Walls


No: None

Absent: None

RESOLUTION DECLARED ADOPTED

CERTIFICATION OF CLERK:

I, Laura Moreau, duly elected Clerk of the Charter Township of Springfield, do hereby certify that the foregoing is a true and complete copy of a Resolution adopted by the Township Board of the Charter Township of Springfield, County of Oakland, Michigan at a Regular Meeting held on July 11, 2013.


Laura Moreau, Clerk

Charter Township of Springfield RESOLUTION 2013-12

Resolution confirming Special Assessment Roll for the Special Assessment District designated SHERWOOD/PATRICK SPECIAL ASSESSMENT DISTRICT

At the meeting of the Township Board of the Charter Township of Springfield, Oakland County, Michigan (the "Township"), held in the Township Hall on the 11th day of July, 2013, at 7:00 p.m.

PRESENT: Cooper, Dubre, Hensler, Hopper, Moreau, Vallad and Walls

ABSENT: None

The following preamble and resolution were offered by Hensler and supported by Vallad.

WHEREAS, The Township Board has determined it is reasonable, necessary and in the interest of the public health, safety and welfare of the inhabitants of the Township to establish a Special Assessment District to conduct road repairs on Sherwood Road and & Patrick Dr., and has tentatively designated a Special Assessment District against which costs of the improvements are to be assessed and;

WHEREAS, the Special Assessment District for The Project has been determined by the Township and has been designated as SHERWOOD/PATRICK SPECIAL ASSESSMENT DISTRICT, and;

WHEREAS, the Township Board has directed the Township Supervisor to prepare the proposed Special Assessment Roll, and;

WHEREAS, the Township Supervisor has prepared the proposed Special Assessment Roll and has filed the proposed Special Assessment Roll with the Township Clerk, and;

WHEREAS, the Township Board has scheduled a public hearing on the proposed Special Assessment Roll, and notice of the hearing was properly provided, and;

WHEREAS, the Township Board conducted the public hearing on the Special Assessment roll at a special meeting of the Township Board held on the 11th day of July, 2013, at 7:00 p.m. at the Township Hall.

NOW, THEREFORE, BE IT RESOLVED THAT:

1. Roll Filed. The Township Board acknowledges that the Township Supervisor has filed the proposed Special Assessment Roll for the Sherwood/Patrick Special Assessment District (the "Roll") with the Township Clerk, and has certified that the Roll was prepared in accordance with the Township Board's directions and in accordance with the laws of the State of Michigan.
2. Roll Confirmed. In accordance with the provisions of Michigan Public Act 188 of 1954, as amended, and the laws of the State of Michigan, the Township Board hereby confirms the Roll and directs that the assessments made therein shall be collected.
3. Payment of Principal. The Township Board determines that each Special Assessment shall be paid in four installments, due on or before February 14, 2014, February 14, 2015, February 16, 2016 and February 14, 2017.
4. Payment of Interest. All unpaid installments shall bear interest, payable at the rate of eight percent (8%) per annum.
5. Ratification of Notice. The form and content of the notice published and mailed to property owners in the Special Assessment District by the Township with respect to the public hearing held on the 11th day of July, 2013, and all actions of Township officials in scheduling such hearing, are hereby approved, ratified and confirmed.
6. Inconsistent Prior Resolutions. All previously adopted resolutions that are in conflict with this resolution are repealed to the extent of such conflict.
7. Appeals. In order to appeal the amount of any special assessment, affected owners or parties with an interest must protest the proposed assessment. This may be done by appearing in person at the hearing, having an agent appear at the hearing on behalf of an owner or party in interest or by filing a protest by the hearing date, by letter addressed to the Township Clerk, Charter Township of Springfield, 12000 Davisburg Road, Davisburg, Michigan 48350. An owner or party having an interest in the real property affected by the special assessment may file a written appeal of the special assessment with the Michigan Tax Tribunal within 30 days after the confirmation of the special assessment roll if that special assessment is protested at the hearing held for the purpose of confirming the special assessment roll.

Upon a roll-call vote for the adoption of the foregoing resolution, the vote was:

AYES: Cooper, Dubre, Hensler, Hopper, Moreau, Vallad and Walls

NAYS: None

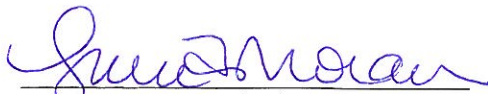
ABSENT: None

RESOLUTION DECLARED ADOPTED.

STATE OF MICHIGAN)
) ss.
COUNTY OF OAKLAND)

CLERK'S CERTIFICATE

The undersigned, being the duly qualified and acting Clerk of the Charter Township of Springfield, Oakland County, Michigan, hereby certifies that (1) the foregoing is a true and complete copy of a resolution duly adopted by the Township Board at a regular meeting held on the 11th day of July, 2013, 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.



Laura Moreau, Clerk
Charter Township of Springfield
Dated: July 12, 2013

SHERWOOD / PATRICK ROAD IMPROVEMENT
Tax Roll (2013 - 2016)
Improvement Year 2014

TB 440

Parcel #	Owner(s)	Property Address	Mailing Address	Rd. Frt.	Benefit Unit	Annual Assessment
U -07-10-201-001	JACKSON, MARK J		205 DAREN CT	413	1.00	188.54
U -07-10-201-002	ZIEGLER, CHAD M	9363 SHERWOOD	9363 SHERWOOD	100	1.00	188.54
U -07-10-201-003	SNODSMITH, RICHARD	9349 SHERWOOD	9349 SHERWOOD	100	1.00	188.54
U -07-10-201-004	TINDALL, JOHN	9335 SHERWOOD	9335 SHERWOOD	100	1.00	188.54
U -07-10-201-005	CANTU, REUBEN N	9321 SHERWOOD	9260 SHERWOOD	100	1.00	188.54
U -07-10-201-016	STOCKTON, RICHARD L	9219 SHERWOOD	9219 SHERWOOD	53	1.00	188.54
U -07-10-201-028	SUIDA, MITCHEL	9089 SHERWOOD	7433 INGOMAR LN	114	1.00	188.54
U -07-10-201-031	DUBIA, RAYMOND J	9045 SHERWOOD	9045 SHERWOOD	80	1.00	188.54
U -07-10-201-032	JONES, ANDREW	9021 SHERWOOD	9021 SHERWOOD	80	1.00	188.54
U -07-10-201-036	MULLINIKS, TODD J	9181 SHERWOOD	9181 SHERWOOD	120	1.00	188.54
U -07-10-201-037	KOTTMANN, ARNOLD R	9115 SHERWOOD	9115 SHERWOOD	220	1.00	188.54
U -07-10-201-038	GIRDHAM, SHANNON T	9201 SHERWOOD	9201 SHERWOOD	117	1.00	188.54
U -07-10-201-039	SMITH, ROBERT D	9267 SHERWOOD	9267 SHERWOOD	105	1.00	188.54
U -07-10-201-041	STORMONT, DAVID	SHERWOOD	40300 STONELIGH	105	1.00	188.54
U -07-10-201-042	HILL, THOMAS B	9293 SHERWOOD	9293 SHERWOOD	203	1.00	188.54
U -07-10-201-043	KEITH, RICHARD	9275 SHERWOOD	9275 SHERWOOD	53	1.00	188.54
U -07-10-201-044	HILL, ALBERT J	9243 SHERWOOD	9243 SHERWOOD	158	1.00	188.54
U -07-10-201-045	JACKSON, JULIE L	9161 SHERWOOD	9161 SHERWOOD	120	1.00	188.54
U -07-10-201-046	HOGUND, CHRISTOPHER	9009 SHERWOOD	9009 SHERWOOD	258	1.00	188.54
U -07-10-201-047	KOTTMANN, ARNOLD R	SHERWOOD	9115 SHERWOOD	108	1.00	188.54
U -07-10-201-048	ELLSWORTH, JEFF	9073 SHERWOOD	9073 SHERWOOD	100	1.00	188.54
U -07-10-201-049	JOHNSON, DAVID L	9053 SHERWOOD	9053 SHERWOOD	90	1.00	188.54
U -07-10-202-007	LONTORFOS, DAVID	9364 SHERWOOD	9364 SHERWOOD	100	1.00	188.54

SHERWOOD / PATRICK ROAD IMPROVEMENT
Tax Roll (2013 - 2016)
Improvement Year 2014

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Parcel #	Owner(s)	Property Address	Mailing Address	Rd. Frt.	Benefit Unit	Annual Assessment
U -07-10-202-008	HEMMING, RICHARD	9350 SHERWOOD	9350 SHERWOOD	100	1.00	188.54
U -07-10-202-009	BEUKEMA, ROGER J	9338 SHERWOOD	9338 SHERWOOD	100	1.00	188.54
U -07-10-202-010	STREHLE, PHILLIP	9318 SHERWOOD	9318 SHERWOOD	100	1.00	188.54
U -07-10-202-011	OSTROWSKI, MICHELLE	9296 SHERWOOD	9296 SHERWOOD	100	1.00	188.54
U -07-10-202-015	SLIEFF, DANNY	9270 SHERWOOD	9270 SHERWOOD	192	1.00	188.54
U -07-10-202-017	CANTU, REUBEN N	9260 SHERWOOD	9260 SHERWOOD	61	1.00	188.54
U -07-10-202-018	FARNER, DEAN	10385 RATTALEE LAKE	10385 RATTALEE LAKE	306	0.25	47.13
U -07-10-202-022	SLIEFF, BERTON B	10345 RATTALEE LAKE	10345 RATTALEE LAKE	103	0.25	47.13
U -07-10-251-002	WEDDLE, BARRY N	9242 SHERWOOD	9242 SHERWOOD	65	1.00	188.54
U -07-10-251-007	HILL, DENNIS A	9202 SHERWOOD	9202 SHERWOOD	50	1.00	188.54
U -07-10-251-012	FELIX, STEVEN B	9158 SHERWOOD	9152 SHERWOOD	50	1.00	188.54
U -07-10-251-013	FELIX, STEVEN B	9152 SHERWOOD	9152 SHERWOOD	50	0.00	0.00
U -07-10-251-014	KOTTMANN, ARNOLD R	SHERWOOD	9115 SHERWOOD	28	0.00	0.00
U -07-10-251-017	SPAFFORD, LAWRENCE B	9230 SHERWOOD	9230 SHERWOOD	100	1.00	188.54
U -07-10-251-018	ABELI, DANIEL	9186 SHERWOOD	9186 SHERWOOD	100	1.00	188.54
U -07-10-251-022	HORVATH, JOSHUA	9252 SHERWOOD	9252 SHERWOOD	100	1.00	188.54
U -07-10-251-023	HATMAKER, JASON H	9222 SHERWOOD	9222 SHERWOOD	50	1.00	188.54
U -07-10-251-024	MULLIGAN, MICHAEL R	9218 SHERWOOD	9218 SHERWOOD	50	1.00	188.54
U -07-10-251-025	BANNISTER, WILLIAM R	9168 SHERWOOD	11145 STONEYBROOK DR	99	1.00	188.54
U -07-10-252-001	TORPEY, DENNY	9132 SHERWOOD	12830 RATTALEE LAKE RD	90	1.00	188.54
U -07-10-252-002	KOTTMANN, ARNOLD R	SHERWOOD	9115 SHERWOOD	80	1.00	188.54
U -07-10-252-003	DEMBOVSKY, DAVID S	9110 SHERWOOD	9110 SHERWOOD	79	1.00	188.54
U -07-10-252-012	RAPSON, SEAN P	9134 SHERWOOD	2622 GRANDVIEW BLVD	132	1.00	188.54

SHERWOOD / PATRICK ROAD IMPROVEMENT
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Parcel #	Owner(s)	Property Address	Mailing Address	Rd. Frt.	Benefit Unit	Annual Assessment
U -07-10-252-019	MIROWSKI, LEAH	9097 SHERWOOD	14743 PECK	123	1.00	188.54
U -07-10-252-020	SAVAGE, DANNY R	9016 SHERWOOD	9016 SHERWOOD	225	1.00	188.54
U -07-10-252-021	BEGLEY, DEAN	9130 SHERWOOD	9130 SHERWOOD	20	1.00	188.54
U -07-10-252-022	PIETRYGA, THOMAS M	9060 SHERWOOD	9060 SHERWOOD	179	1.00	188.54
U -07-10-253-004	GIGNAC, GERALD T	9062 PATRICK	9062 PATRICK	38	1.00	188.54
U -07-10-253-011	VEATCH, KRYSTA	8994 PATRICK	8994 PATRICK	38	1.00	188.54
U -07-10-253-012	ERZNOZNIK, CARL E	8984 PATRICK	8984 PATRICK	38	1.00	188.54
U -07-10-253-016	CARLSON, RICHARD A	9014 PATRICK	9014 PATRICK	75	1.00	188.54
U -07-10-253-017	MASH, JEFFREY	9054 PATRICK	9054 PATRICK	75	1.00	188.54
U -07-10-253-018	MCNULTY, MICHELLE	9034 PATRICK	9034 PATRICK	75	1.00	188.54
U -07-10-253-019	GIGNAC, GERALD T	9086 PATRICK	9062 PATRICK	75	1.00	188.54
U -07-10-253-020	BORDINE, CALVIN K	8974 PATRICK	9930 KING RD	75	1.00	188.54
U -07-10-253-021	VEATCH, WYATT	8954 PATRICK	8954 PATRICK	376	1.00	188.54
U -07-10-401-004	LAUNDROCHE, ROBERT	8729 SHERWOOD	15589 FORESTVIEW DR	30	1.00	188.54
U -07-10-401-005	THOMPSON, JOY ANN	8725 SHERWOOD	8725 SHERWOOD	50	1.00	188.54
U -07-10-401-029	GREGORY, MICHAEL J	8735 SHERWOOD	8735 SHERWOOD	279	1.00	188.54
U -07-10-401-030	DUGAL, DONALD P	8691 SHERWOOD	8691 SHERWOOD	30	1.00	188.54
U -07-10-401-034	THOMPSON, RODNEY A	8683 SHERWOOD	8683 SHERWOOD	30	1.00	188.54
U -07-10-401-035	KHALIFEH, JULIO	8763 SHERWOOD	8763 SHERWOOD	50	1.00	188.54
U -07-10-401-036	ZAHRAI, ERIC	8720 SHERWOOD	8720 SHERWOOD	110	1.00	188.54
U -07-10-401-037	BECK, DAVID A	8700 SHERWOOD	8700 SHERWOOD	50	1.00	188.54
U -07-10-401-040	HAUN, DENNIS	8709 SHERWOOD	8709 SHERWOOD	50	1.00	188.54
U -07-10-401-041	GILFORD, LINDA	8701 SHERWOOD	8701 SHERWOOD	80	1.00	188.54

SHERWOOD / PATRICK ROAD IMPROVEMENT
Tax Roll (2013 - 2016)
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TB 440

Parcel #	Owner(s)	Property Address	Mailing Address	Rd. Frt.	Benefit Unit	Annual Assessment
U -07-10-401-042	CONSELYEA ASSOCIATES	SHERWOOD	1719 CROOKS RD	15	1.00	188.54
U -07-10-401-043	DOMBROWSKI, PAUL R	8706 SHERWOOD	8706 SHERWOOD	100	1.00	188.54
U -07-10-401-045	THOMPSON, JOY ANN	SHERWOOD	8725 SHERWOOD	118	1.00	188.54
U -07-10-402-053	DUEWEKE JR, MICHAEL P	8965 SHERWOOD	163 NORTON ST	94	1.00	188.54

Total parcels: 73

7,680 69.50

Total Annual Roll: 13,103.52

Total 4 year Roll: 52,414.08

Sherwood

Clerk's Signature: _____

Date: *July 12, 2013*

SPRINGFIELD TOWNSHIP IMPROVEMENT REVOLVING FUND
Advanced Funds Policy for SADs

Purpose:

Townships are authorized by Act 188 of 1954 (the Act) to make certain improvements and to fund those improvements through issuing bonds, levying taxes or by assessing the whole or part of the cost of an improvement against the property benefited through the establishment of a Special Assessment District (SAD). Recognizing that certain projects funded through an SAD may realize significant cost savings and/or practical benefit if funds are advanced, and understanding that the Act provides for this alternate method of defraying the cost of an improvement made under the Act, the Township established the Springfield Township Improvement Revolving Fund (STIRF). The Township Board may determine to advance STIRF funds to a legally established SAD based on the following conditions and shall administer the STIRF in accordance with Act 188 and as further defined by this Policy.

Conditions:

1. The Township Board shall determine whether to advance unallocated reserve funds based on cash flow considerations, available uncommitted balance of the STIRF, Township General Fund balance and projections, the anticipated need for STIRF funds for other priority projects and other relevant factors as determined by the Board.
2. STIRF funds may be advanced for construction and/or improvement projects; annual maintenance efforts shall not be advanced funds through the STIRF.
3. The amount of unallocated General reserves advanced for any individual project shall not exceed \$250,000 or the amount of the assessment roll whichever is less.
4. The amount advanced by the Township may bear interest at a rate not exceeding 5% per year. Interest, if any, will be determined at the time the SAD and roll is established and use of STIRF funds approved.
5. The period of time within which the STIRF must be repaid by the special assessment will be the length of the assessment roll as determined by the Township Board when the roll is approved.
6. The project, SAD and roll, including any administration fee charged and/or interest on STIRF funds advanced, shall be determined in accordance with Act 188 of 1954 and this policy.

Administration:

1. A written request to be advanced STIRF funds should be made when submitting to the Township Supervisor a petition to establish an SAD.
2. If the area of the SAD contains a functioning subdivision association or condominium association or other corporation or LLC of property owners, an agreement approved by the Township Attorney shall be required outlining the duties and responsibilities of the property owners association, corporation or LLC relating to administration of the project and SAD. If no such association or other entity exists, the Township may require such an agreement with some or all of the property owners within the SAD. Said agreement shall contain the names of property owner representatives and be signed by the representatives and the Township.
3. The amount of any administration fee charged by the Township will vary based upon the size of the assessment roll and the level of administration required of the Township.
4. The Township Board is authorized to transfer funds between the STIRF and the Township General Fund when, in the judgment of the Board, funds should be transferred.

Definitions:

Annual maintenance efforts—undertakings such as but not limited to, snowplowing, mowing, dust control, grading and mosquito control.

Construction and/or improvement projects—projects such as but not limited to paving, ditching & drainage, and other projects addressing or improving safety, health issues, property values and emergency access.