

SEVILLE TOWNSHIP

7676 W. Lincoln Road, P.O. Box 222

Elwell, MI 48832

www.SevilleTownship.com

Board Meeting Minutes

Date: 3/20/2025

Time: 6:00 PM

Location: Seville Township Hall
7676 W. Lincoln Road
Elwell, MI 48832

MEETING TYPE MINUTES TYPE

☐ Regular ☒ Special
☐ Proposed ☒ Approved

I. Meeting Called to Order

The meeting was called to order at 6:13 PM

II. Pledge of Allegiance

III. Roll Call

Board Member Attendance:

Patricia (Tish) Mallory	Supervisor	<input checked="" type="checkbox"/> Present	<input type="checkbox"/> Absent
Ashlee Gibson-Smith	Treasurer	<input checked="" type="checkbox"/> Present	<input type="checkbox"/> Absent
Ann Moomey	Clerk	<input checked="" type="checkbox"/> Present	<input type="checkbox"/> Absent
Doug Brecht	Trustee	<input checked="" type="checkbox"/> Present	<input type="checkbox"/> Absent
Michale Miller	Trustee	<input checked="" type="checkbox"/> Present	<input type="checkbox"/> Absent

Other Township Attendees:

Amy Densmore	Deputy Clerk	<input checked="" type="checkbox"/> Present	<input type="checkbox"/> Absent
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IV. Public Comment. NONE

V. Approval of Minutes from March 12, 2025, Regular Board Meeting.

Action requested: Motion to approve the **Minutes**.

Motion	Miller		
Support	Brecht		
		VOTE	
		AYES	NAYS
		5	0

VI. Continued Business

- a. **Library Fiscal Agreement Waiver.** MALLORY shared information for the Township attorney affirming that the Township Board could honor and reference the previously executed attorney representation waiver allowing Foster Swift to represent both the Seville Township Board and the Seville Township Library Board.

Action requested: Motion to approve the **Minutes**.

Motion	Miller			
Support	Gibson-Smith			
		VOTE	AYES	NAYS
			5	0

- b. **Road Commission Contracts.** Tabled until the April Board Meeting.
- c. **Construction Issues/Township Attorney.** Board members shared concerns including, but not limited to, unauthorized access to the facility whereby breakers were turned off (including heat and water pump), missing tool to unlock hall-side door; keys and code book

for the facility have still not been provided to the Board; and the security camera for election drop box monitoring remains missing.

Action requested: Motion to rescind previously approved Board action from 03/12/2025 board meeting whereby the Board approved the issuance of a 30-day completion letter drafted by the Township Attorney issued to the General Contractor and instead move for an immediate termination notice from the Township Attorney to the General Contractor.

Motion	Brecht		
Support	Miller		
Discussion	Following discussion, MILLER rescinded his support for the motion and BRECHT rescinded the motion.		
VOTE		AYES	NAYS
		N/A	N/A

VII. New Business.

- a. **2024-2025 Budget Amendment.** GIBSON-SMITH reviewed the various line items/department adjustments that were needed for the final amendment to the 2024-2025 Budget given the pending year end on 03/31/2025.

Action requested: Motion to amend the 2024-2025 budget, as presented.

Motion	Mallory		
Support	Miller		
VOTE		AYES	NAYS
		5	0

- b. **2025-2026 Budget Approval.** GIBSON-SMITH identified one line item for consideration and adjustment from the budget drafted by the Board at the Budget work session which aligned more closely with the 2024-2025 actual (Township Wage Expense).

Action requested: Motion to approve the 2025-2026 budget – with the aforementioned adjustment.

Motion	Gibson-Smith		
Support	Miller		
VOTE		AYES	NAYS
		5	0

- c. **2025-2026 General Appropriations Act Resolution.** Board reviewed the resolution, making the adjustment to the Township Wage Expense to align with the budget discussion.

Action requested: Motion to approve the 2025-2026 General Appropriations Act Resolution.

Motion	Gibson-Smith		
Support	Moomey		
VOTE		AYES	NAYS
		5	0

VIII. Public Comment.

- a. **LOTT, Amy.** Asked the Board for clarification as to what was discussed at the beginning of the meeting as she was not present at the start of the meeting. [MALLORY offered a review including the Budget Hearing and Special Meeting items discussed.]

IX. Next Meeting Dates.

- a. Public Hearing [Wind/Solar/Battery Storage Ordinance]: April 8, 2025, at 6:00 p.m.
[subsequent to the meeting it was determined that the public hearing notice could not be published within the allotted time by the Gratiot County Herald; a new public hearing date of May 13, 2025, has been established].

- b. Planning Commission: April 8, 2025, at 6:30 p.m. **[subsequently cancelled – new meeting date set for May 13, 2025].**
c. Township Board Meeting: April 9, 2025, at 6:00 p.m.

X. Adjournment.

Action requested: Motion to adjourn at 6:49 PM

Motion	Gibson-Smith		
Support	Miller		
		VOTE	
		AYES	NAYS
		5	0

Minutes Certification:

PROPOSED minutes respectfully submitted:



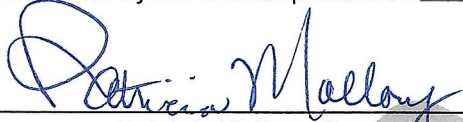
Amy Van Atten-Densmore, Deputy Clerk

03/20/2025

Date

04/09/2025

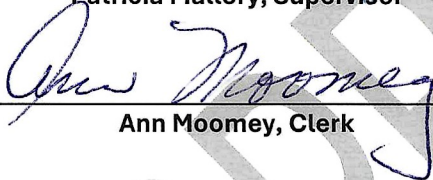
APPROVED by the Township Board on



Patricia Mallory, Supervisor

4-9-25

Date



Ann Moomey, Clerk

4-9-25

Date

SEVILLE TOWNSHIP

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2025-2026 GENERAL APPROPRIATIONS ACT

A resolution to establish a general appropriations act for Seville Township; to define the powers and duties of the Seville 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.

The Seville Township Board RESOLVES:

Section 1: Title. This resolution shall be known as the Seville Township General Appropriations Act.

Section 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.

Section 3: Fiscal Officer. The Treasurer (or other designated official) shall be the Fiscal Officer and shall perform the duties of the Fiscal Officer enumerated in this act.

Section 4: Public Hearings on the Budget. 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 13, 2025**, and a public hearing on the proposed budget was held on **March 20, 2025**.

Section 5: Millage Levy. The Seville 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 0.8079 mills as set forth by the Tax Allocation Board (or as authorized under state law and approved by the electorate). The Seville 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 1.9922 mills for fire and rescue millage as set forth by the Tax Allocation Board (or as authorized under state law and approved by the electorate).

Section 6: Estimated Revenues and Expenditures. Estimated township revenues and expenditures for fiscal year 2025-2026 for the various township activities are as follows:

FIRE MILLAGE

REVENUE	PROPOSED BUDGET
Millage: Fire Responder	\$ 115,000
Millage: Delinquent	-
Interest Earnings	-
TOTAL REVENUES	\$ 115,000
EXPENDITURES	
Public Safety	\$ 20,000
Fire Protection	90,000
TOTAL EXPENDITURES	\$ 110,000
EXCESS/(DEFICIT)	\$ 5,000

GENERAL FUND

REVENUE	PROPOSED BUDGET
Property Taxes: Current	\$ 45,000
Property Taxes: Delinquent	\$ -
Taxes: Other	\$ 100
Licenses and Permits	\$ 3,000
Metro Fund Payment	\$ 4,000
Cable Franchise Fee	\$ 3,500
State Revenue Sharing	\$ 210,000
Administrative Fee	\$ 20,000
Cemetery Sales	\$ 500
Interest Earnings	\$ 500
Miscellaneous	\$ -
Library Payroll Services	\$ 2,000
FOIA	\$ -
TOTAL REVENUES	\$ 288,600

Township Marihuana License Fees \$ 15,000

EXPENDITURES

Supervisor	\$ 16,010
Assessor	\$ 22,700
Clerk	\$ 23,780
Treasurer	\$ 20,160
Trustees	\$ 8,900
Zoning	\$ 12,060
Board of Review	\$ 1,700
Election	\$ 5,350
Cemetery	\$ 9,860
Public Works	\$ 109,620
Building & Grounds	\$ 42,210
Other Property	\$ 1,500
Other Functions	\$ 31,100
Township Wage Expense	\$ 10,000
TOTAL EXPENDITURES	\$ 314,950

EXCESS/(DEFICIT)* \$ (11,350)

*Current Year Deficit will be offset by General Fund Reserves

Section 7: Adoption of Budget by Reference. The general fund budget of Seville Township is hereby adopted by reference, with revenues and activity expenditures as indicated in Sections 5 and 7 of this act.

Section 8: 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 township order for expenditures that exceed appropriations.

Section 9: Limit on Obligations and Payments. No obligation shall be incurred against, and no payment shall be made from any appropriation account unless there is a sufficient unencumbered balance in the appropriation and sufficient funds are or will be available to meet the obligation.

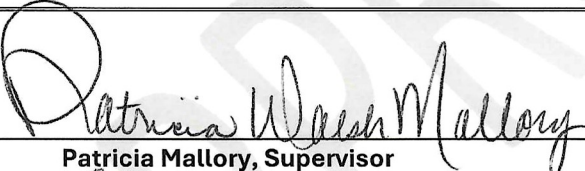
Section 10: Budget Monitoring. Whenever it appears to the Fiscal Officer or the Township Board that the actual and probable revenues in any fund will be less than the estimated revenues upon which appropriations from such fund were based, and when it appears that expenditures shall exceed an appropriation, the Fiscal 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.

Section 11: 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).

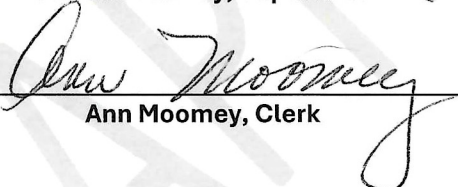
Section 12: Board Adoption.

Action requested: Motion to adopt the foregoing resolution.

Motion	Gibson - SMITH		
Support	MOONEY		
		VOTE	
		AYES	
		NAYS	
		5	0


Patricia Mallory, Supervisor

3-20-25
Date


Ann Moomey, Clerk

3.20.25
Date