

TOWNSHIP OF ALGOMA
COUNTY OF KENT, MICHIGAN

At a regular meeting of the Township Board of the Township of Algoma, held at the Township Hall, 10531 Algoma Avenue, within the Township, on the 14th day of June 2005.

PRESENT: Members: Hoemke, J. Bigney, Ellenwood, W. Bigney and Gilcrest

ABSENT: Members: None

The following preamble and resolution were offered by Member W. Bigney and seconded by Member Ellenwood:

RESOLUTION NO. 20-05

**RESOLUTION ESTABLISHING FEES FOR
COPYING AND MAILING OF PUBLIC RECORDS
THAT ARE REQUESTED UNDER THE
FREEDOM OF INFORMATION ACT**

WHEREAS, the Township has authority under the Michigan Freedom of Information Act to establish fees and charges for the searching of public records, examination and review of public records, deletion of exempt material, and the copying and mailing of public records which have been requested under the Freedom of Information Act;

WHEREAS, under Township Board Resolution No. 15-90, the Township Board established fees for such purposes; and

WHEREAS, under Township Board Resolution No. 07-01, the Township Board amended fees established for such purposes; and

WHEREAS, the Board now desires to make adjustments in such previously established fees, so as to more fully reflect the current cost of such searching, examining, reviewing, copying and mailing of public records requested under the Freedom of Information Act.

IT IS THEREFORE RESOLVED AS FOLLOWS:

1. The Township Board hereby establishes the following fees for the searching, examining, reviewing, copying and mailing of public records that have been requested under the Michigan Freedom of Information Act:

Hourly rate for services in locating and reviewing materials, deleting exempt material, making copies and other services associated with FOIA requests	\$15.50 per hour*, or such hourly rate as will equal the hourly rate of the lowest-paid Township employee capable of retrieving the information necessary to comply with a request.
Mileage rate	\$.405 per mile traveled, for motor vehicle travel, if any, associated with locating public records requested or other services associated with FOIA request, or such rate per mile traveled as approved by the IRS, and Township Board annually as an appropriate expense claimed for mileage expense.
Computer disk	At cost to Township of obtaining and preparing computer disk
Fax Transmission	N/A
Envelopes used for mailing copies of public records requested	
Small	\$.03 each
Large	\$.05 each
Copying of public records requested	\$.10 per page of material copied, if copied in Township office; if necessary to copy material outside of Township office, at commercial copy center, then cost per page will be equal to cost to Township for such copying.

* An hourly rate fee shall not be charged for the cost of searching for public records, the examination and review of public records and the deletion of exempt material, unless the amount of time devoted to such services is in excess of one-half hour.

2. As stated above, this resolution covers fees for examination of records, copying, mailing and other services only in those cases where public records are requested pursuant to the Freedom of Information Act.

3. This resolution replaces Township Board Resolution No. 15-90 and 07-01.

4. In its discretion, the Township Board may amend or replace this resolution, so as to adjust the above-stated fees from time to time.

AYES: W. Bigney, J. Bigney, Ellenwood, Hoemke, Gilcrest

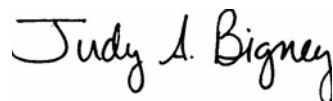
NAYS: None

RESOLUTION DECLARED ADOPTED.



Judy A. Bigney, Township Clerk

I hereby certify that the foregoing is a true and complete copy of a resolution adopted by the Township Board of the Township of Algoma at a regular meeting thereof held on the date first stated above, and I further certify that public notice of such meeting was given as provided by law.



Judy A. Bigney, Township Clerk