

PINCONNING TOWNSHIP BOARD

RESOLUTION ADOPTING FOIA FORMS AND POLICIES

RESOLUTION NO. 2021-01

At a regular meeting of the Pinconning Township Board, Bay County, Michigan, held at Township Hall (1751 Cody Estey Rd., Pinconning) on Tuesday, July 20, 2021, at 4 PM.

PRESENT: Beck, Christian, Stalsberg, Whitney, Hriberk

ABSENT: _____

The following resolution was offered by Whitney and supported by Beck ;

WHEREAS, the Michigan Freedom of Information Act (“FOIA”), Act 442 of 1976, MCL 15.231 *et. seq.*, allows members of the public, among others, to request public records from the Township; and

WHEREAS, to facilitate requests under the FOIA, the Township desires to adopt modified forms and policies from the Michigan Townships Association (“MTA”) including a FOIA Written Procedures and Guidelines, a FOIA Written Public Summary, a FOIA Detailed Cost Itemization Form, and various voluntary forms intended to help the Township process FOIA requests and for individuals to make FOIA requests.

NOW, THEREFORE, BE IT RESOLVED by the Pinconning Township Board, as follows:

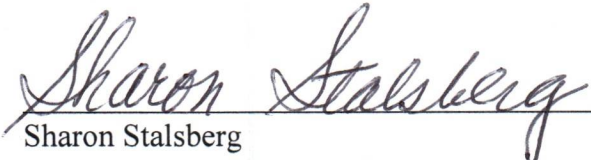
1. The Township Board expressly adopts the FOIA forms and policies attached to this resolution as **Exhibit 1** including: (1) a FOIA Written Procedures and Guidelines; (2) a FOIA Written Public Summary; (3) a FOIA Detailed Cost Itemization Form; and (4) various voluntary forms from MTA to process FOIA requests.
2. The Township Board directs that all forms and policies adopted above shall be publicly available and posted on the Township website as soon as reasonably possible.
3. All prior resolutions inconsistent herewith are hereby rescinded.

Yeas: Beck, Christian, Stalsberg, Whitney, Hriberk

Nays: None

Absent/Abstain: None

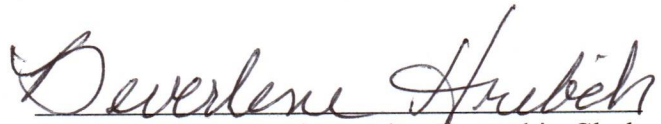
RESOLUTION DECLARED ADOPTED



Sharon Stalsberg
Pinconning Township Supervisor

CERTIFICATION

I, the undersigned, the duly qualified and acting Clerk for the Pinconning Township Board, Bay County, Michigan, DO HEREBY CERTIFY that the foregoing is a true and complete copy of certain proceedings taken by the Pinconning Township Board at a meeting held on July 20, 2021, and further certify that the above resolution was adopted at said meeting.



Beverlene Hribek, Pinconning Township Clerk