

**YOUNG, GRAHAM, ELSENHEIMER & WENDLING, P.C.**

Attorneys at Law  
104 E. Forest Home, P.O. Box 398  
Bellaire, Michigan 49615  
(231) 533-8635  
Facsimile (231) 533-6225  
www.upnorthlaw.com

Bryan E. Graham  
Peter R. Wendling

Eugene W. Smith  
James G. Young, *Of Counsel*

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**MEMORANDUM**

**TO:** Peninsula Township Board **VIA EMAIL**

**FROM:** Bryan E. Graham

**DATE:** April 14, 2016 *BEG*

**SUBJECT:** Fire board procedure questions

This memo will serve to confirm my conversations with Monica this afternoon concerning procedural questions related to the fire board. Monica indicated that for various reasons certain members of the fire board have submitted letters of resignation from the fire board. These letters of resignation must be accepted by the township board by a formal motion at the township board's next meeting.

The next question is whether the township board desires to continue with the fire board. The township board has two basic options:

1. It can continue with the fire board. If this option is chosen, then the township board will need to fill the vacancies on the fire board caused by the resignations.
2. On the other hand, the township board may choose to repeal the resolution creating the fire board. If this option is chosen, then the administrative oversight of the fire department would again be vested in the township board. If the township board would like me to prepare the resolution repealing the resolution creating the fire board, please let me know.

If there are further questions concerning this matter, please contact me.

BEG