

RESOLUTION ESTABLISHING THE FEE STRUCTURE FOR FREEDOM OF INFORMATION ACT REQUESTS

At a regular meeting of the Village of Luther held at Luther-Newkirk Municipal Hall on May 14, 2019, the following resolution was offered by Gypsic and seconded by Connie:

WHEREAS, the Village of Luther Board of Trustees does hereby adopt the following fee schedule for establishing the proper charge for a Freedom of Information Act request under Public Act 442 of 1976, to be used in conjunction with the Freedom of Information Act Request Worksheet (Attachment B)

- 1. Duplication
 - A. Copies
 - a) \$.75 cost per page (commercial facility copier used)
 - b) \$.25 cost per page (village owned copier used)
 - Or
 - B. Computer Disk
 - a) \$8.00 cost per disk
- 2. Mailing
 - A. Envelopes
 - a) \$1.25 each, small size and postage
 - b) \$2.75 each, large size and postage
- 3. Hourly Labor Wage
 - A. \$10.00 per Hour (This must be the hourly wage of the lowest paid Village Employee capable of retrieving the information necessary to comply with a request under the Freedom of Information Act)
- 4. Deposit
 - A. If the anticipated charges for a requested record will exceed \$50.00, a good faith deposit of one-half (1/2) of the total anticipated charges shall be required.
- 5. Waiver of Fees
 - A. If an individual submits an affidavit stating that he or she is receiving public assistance or is able to state facts showing inability to pay fees because of indigence, a copy of a public record shall be furnished without charge for the first ~~\$~~20.00 of the fee for each request.

Roll Call Vote: Ernest: ✓ Greenman: ✓ Holmes: ✓ Pelton: ✓
 Susanka: ✓ Taylor: absent Sheele: ✓

The Village President Declared the Resolution Adopted.

STATE OF MICHIGAN; COUNTY OF LAKE, I, the undersigned, the duly qualified and appointed Clerk of the Village of Luther, Lake County, Michigan, do hereby certify that the foregoing is a true and complete copy of the resolution enacted by the Village of Luther at a regular meeting held on the 14th day of May, 2019.

IN WITNESS WHEREOF, I have hereunto affixed my official signature and Village Seal this 14th day of May, 2019.

Brittany Carlson

Brittany Carlson, Village Clerk