

**LITTLEFIELD TOWNSHIP
SPECIAL MEETING
BUDGET & PUBLIC HEARING ON TAX LEVY
2016-2017**

March 17, 2016

5:30PM

Meeting called to order at 5:30PM by Supervisor, Damien Henning, Present Dean Morford, Trustee, and Sondra Festerling, Clerk. Absent, Katie Derrohn, Trustee, and Kim Shomin, Treasurer.

Consent Agenda was presented by D. Henning: Items in Consent Agenda was second by Dean Morford. Roll call vote approved all items as presented and Resolutions adopted within Consent Agenda.

#3) Minutes of March 19, 2015 Public Hearing on Budgets and Tax Levy was presented. The Minutes were approved at the April 7, 2015 Regular Board Meeting, and were accepted as presented.

4) Tax Levy Resolution:

Hereby be it resolved that Littlefield Township shall cause to be levied and collected on the general property tax, on all real and personal property within the township upon the current tax roll an amount up to 2.000 mill, and also authorize fire and EMS department millage up to 1.000 mill on real and personal property within the township, as authorized under state law and approved by the electorate.

The Resolution is adopted.
Sondra Festerling, Clerk

#5) Payment of bills totaling \$57,649.62 approved for payment from the General Fund.

#6) Motions

- a) The Littlefield Township Board Meeting will be on the first Tuesday of each month.
- a) The Township Treasurer shall have the option of transferring funds between the following banks: Fifth Third Bank, Chase, Citizens National, First Community Bank, PNC Bank, Citizens Bank, First Federal of Alpena, Huntington Bank, & Chemical Bank.
- a) To collect the one percent (1%) Administration Fee.
- a) The Township Board shall have the right to buy, sell, and lease land.
- b) Township Supervisor shall be paid the Assessor Fee, if the Supervisor takes over the assessing of the township

Regular Agenda Items:

BE IT RESOLVED, that this resolution is subject to MCLA 41:95(3). In a township that does not hold an annual meeting; the salary for officers composing the township board shall be determined by the township board.

BE IT RESOLVED, that as of April 1, 2016, the salary of the township supervisor shall be as follows: \$11,500.00 base salary (not currently certified as assessor at proper level).

The foregoing resolution offered by board member S. Festerling.

Supported by board member D. Morford.

Upon a roll call vote, the following voted:

Aye: D. Henning, D. Morford, S. Festerling.

Nay: None.

Absent: K. Shomin, K. Derrohn

The supervisor declared the resolution adopted.

Sondra Festerling, Clerk

BE IT RESOLVED, that as of April 1, 2016, the salary of the township clerk shall be as follows: \$13,000.00 base salary.

The foregoing resolution offered by board member D. Henning.

Supported by board member D. Morford.

Upon a roll call vote, the following voted:

Aye: D. Henning, D. Morford, S. Festerling.

Nay: None.

Absent: K. Shomin, K. Derrohn

The supervisor declared the resolution adopted.

Sondra Festerling, Clerk

BE IT RESOLVED, that as of April 1, 2016, the salary of the township treasurer shall be as follows: \$20,000.00 to include winter tax collection and summer tax collection.

The foregoing resolution offered by board member S. Festerling

Supported by board member D. Henning.

Upon a roll call vote, the following voted:

Aye: D. Henning, D. Morford, S. Festerling.

Nay: None.

Absent: K. Shomin, K. Derrohn

The supervisor declared the resolution adopted.

Sondra Festerling, Clerk

BE IT RESOLVED, that as of April 1, 2016, the salary of the township trustee shall be as follows: \$2,900.00

The foregoing resolution offered by board member S. Festerling.

Supported by board member D. Henning.

Upon a roll call vote, the following voted:

Aye: D. Henning, D. Morford, S. Festerling.

Nay: None.

Absent: K. Shomin, K. Derrohn

The supervisor declared the resolution adopted.

Sondra Festerling, Clerk

S. Festerling **Moved** that the Sewer Billing Clerk be paid \$4,000.00 for the 2016-2017 fiscal year, Second by D. Morford carried 3 Yes, 0 No, 2 Absent.

S. Festerling **Moved** for the following:

Planning & Zoning Committee member shall receive \$30.00 per Diem.

The representative to the HSASDA shall receive \$30.00 per diem.

The Deputies for Supervisor, Clerk, and Treasurer will be paid \$16.00 per Hour.

Second by D. Henning, Carried 3 Yes, 0 No, 2 Absent.

D. Henning **Moved** that the maintenance personal salary shall be maintained at \$15.00 per hour, Second by S. Festerling, Carried 3Yes, 0 No, 2 Absent.

D. Henning **Moved** that the Assessors salary be \$36,000.00 Annually, Second by S. Festerling, Carried 3 Yes, 0 No, 2 Absent.

S. Festerling **Moved** that:

- Election worker will be paid \$15.00 per hour, and
- Board of Review members will be paid \$15.00 per hour.

Second by D. Henning, Carried 3 Yes, 0 No, 2 Absent.

D. Henning **Moved** that the **Cemetery Sexton** shall be paid \$1,900.00 per year, second by S. Festerling, Carried 3 Yes, 0 No, 2 Absent.

S. Festerling **Moved** to have the following **General Fund Deficit Expense** Account for the April 2015 through March 2016 budget to be increased from the General Fund, Fund Balance: #101-191-702, Election Inspectors +\$550.00, #101-215-900, Township Clerk: Printing & Publishing +\$25.00, #101-265-850, Township Hall: Telephone +\$25.00, **The Sewer Fund Deficit Expense** Accounts for 2015/2016 budget to be increased by Sewer Fund Balance: #805 Sewer Charge Operation +\$300.00 and #806 Debt Retirement +\$1,250.00. Second D. Henning, Carried 3 Yes, 0 No, 2 Absent

S. Festerling **Moved** to pay Township Supervisor D. Henning up to an additional \$8,500.00 for any extra meetings for any Litigation and any other Special Project Meetings during the 2016 – 2017 Budget Year. Second by D. Morford, Carried 3 Yes, 0 No, 2 Absent.

D. Henning made a **Motion** to pay Sondra Festerling the Election Inspectors rate of \$15.00 per hour for the extra above the normal work required to process the Absent Voters Ballot Requests and have them ready to be processed into the machines on the mornings of the elections, and any other election related work to be completed. S. Festerling to keep track of hours spent and turn in after each the August and November elections. Second D. Morford, Carried 3 Yes, 0 No, 2 Absent.

Special Meeting of Election Committee: Meeting was opened at 7:00PM: D. Henning, and S. Festerling Present. Absent: K. Shomin. S. Festerling made the **Motion** recommending Barb Granger, Sierra Hoffman, Rose Morford, & Sondra Festerling to serve as Election Inspectors for the May 3, 2016 Special Election and to have Barb Granger and Sierra Hoffman serve as the Receiving Board. Katie Derrohn will be a back up that can be used if one of the others is unable to serve, or if it is felt we need additional Inspectors. Second by D. Henning, Carried 2 Yes, 0 No, 1 Absent. Special Meeting was then closed at 7:02PM.

Special Meeting Budget & Public Hearing was reopened @7:04PM

BUDGETS WERE PREPARED FOR THE 2016-2017 YEAR: General Fund Income of \$461,745.00 and Expenses of \$507,388.00 and the deficit will be taken from the Fund Balance of \$552,429.00. Sewer Fund Income of \$250,419.00 and Expenses of \$235,766.00. Cemetery Fund Income of \$323.00 and Expenses of \$0.00. Oden Light Income of \$11,009.00, and Expenses of \$10,167.00. Fire Fund Income of \$154,594.00, and Expenses of \$166,510.00 and the deficit will be taken from the Fund Balance of \$12,658.00. The Public Hearing was closed and the above Budgets were presented and moved for approval by D. Morford, Second by S. Festerling, Carried 3 Yes, 0 No, 2 Absent.

There were no other items to come before the board, and D. Henning **Moved** to Adjourn Special Meeting Budget & Public Hearing on Tax Levy at **7:40 PM.**

Sondra Festerling, Clerk