

**LITTLEFIELD TOWNSHIP
SPECIAL MEETING
BUDGET & PUBLIC HEARING ON TAX LEVY
2018-2019**

March 22, 2018

5:30PM

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

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 21, 2017 Public Hearing on Budgets and Tax Levy was presented. The Minutes were approved at the April 4, 2017 Regular Board Meeting, and were accepted as presented.

#5) Payment of bills totaling \$70,811.28 approved for payment from the General Fund.

#6) Motions

- a) The Littlefield Township Board Meeting will be on the first Tuesday of each month except for August will be held on 8/9/18 and November will be on 11/8/18 due to the August Primary Election and the November General Election as previously approved by the Township Board.
- 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:

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 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, K. Shomin, D. Morford, S. Festerling.
Nay: None.
Absent: K. Derrohn
The supervisor declared the resolution adopted.
Sondra Festerling, Clerk

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, 2018, the salary of the township supervisor shall be as follows: \$11,750.00 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, K. Shomin, S. Festerling.
Nay: None.
Absent: K. Derrohn
The supervisor declared the resolution adopted.
Sondra Festerling, Clerk

BE IT RESOLVED, that as of April 1, 2018, the salary of the township clerk shall be as follows: \$13,250.00 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, K. Shomin, S. Festerling.
Nay: None.
Absent: K. Derrohn
The supervisor declared the resolution adopted.
Sondra Festerling, Clerk

BE IT RESOLVED, that as of April 1, 2018, the salary of the township treasurer shall be as follows: \$20,400.00 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, K. Shomin, S. Festerling.
Nay: None.
Absent: K. Derrohn
The supervisor declared the resolution adopted.

Sondra Festerling, Clerk

BE IT RESOLVED, that as of April 1, 2018, the salary of the township trustee shall be as follows: \$3,100.00

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, K. Shomin, S. Festerling.

Nay: None.

Absent: K. Derrohn

The supervisor declared the resolution adopted.

Sondra Festerling, Clerk

S. Festerling **Moved** that the Sewer Billing Clerk be paid \$4,200.00 for the 2018-2019 fiscal year, Second by D. Morford carried 4 Yes, 0 No, 1 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 4 Yes, 0 No, 1 Absent.

D. Henning **Moved** that the maintenance personal salary shall be increased at \$11.50 per hour, Second by S. Festerling, Carried 4 Yes, 0 No, 1 Absent.

D. Henning **Moved** that the Assessors salary be \$36,000.00 Annually, Second by S. Festerling, Carried 4 Yes, 0 No, 1 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 4 Yes, 0 No, 1 Absent.

D. Henning **Moved** that the **Cemetery Sexton** shall be paid \$2,100.00 per year, second by S. Festerling, Carried 4 Yes, 0 No, 1 Absent.

By Resolution of the consent agenda the following **General Fund Deficit Expense** Account for the April 2017 through March 2018 budget to be increased from the General Fund, Fund Balance: #101-210-808 Legal & Professional Expense: +\$19,000.00, #101-265-850 Township Hall Telephone: +\$25.00, #101-276-775 Fire Allocation: #101-336-961 +900.00, and #101-851-910, Insurance & Bonds: +\$3,200.00. **The Sewer Fund Deficit Expense** Accounts for 2017/2018 budget to be increased by Sewer Fund Balance: #713 Salary Operation: +60.00 #727 Office Supplies: +\$800.00, and #806 Debt Retirement: +\$500.00. **The Fire Fund Deficit Expense** Accounts for 2017/2018 budget to be increased by Fire Fund Balance: #206-700 Expenditure Control: +14,000.00, and #206-702 Payroll: +8,000.00.

S. Festerling **Moved** to pay Township Supervisor D. Henning up to an additional \$10,000.00 for any extra meetings for any Litigation and any other Special Project Meetings during the 2018 – 2019 Budget Year. Second by D. Morford, Carried 4 Yes, 0 No, 1 Absent.

BUDGETS WERE PREPARED FOR THE 2018-2019 YEAR: General Fund Income of \$496,097.00 and Expenses of \$487,666.00. Sewer Fund Income of \$248,950.00 and Expenses of \$245,079.00. Cemetery Fund Income of \$580.00 and Expenses of \$0.00. Oden Light Income of \$11,092.00, and Expenses of \$10,235.00. Fire Fund Income of \$161,387.00, and Expenses of \$160,649.00. The Public Hearing was closed and the above Budgets were presented, revised, and moved for approval by D. Morford, Second by K. Shomin, Carried 4 Yes, 0 No, 1 Absent.

After a discussion about the upcoming 2018 Elections, D. Morford 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. Second D. Henning, Carried 4 Yes, 0 No, 1 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 **9:10 PM.**

Sondra Festerling, Clerk