

**LITTLEFIELD TOWNSHIP
SPECIAL MEETING
BUDGET & PUBLIC HEARING ON TAX LEVY
2021-2022**

March 23, 2021

5:30PM

After allowing the Board Members present to review the Agenda and the new Hay Lake Marina Operating Fund budget while eating the provided dinner, **the Special Meeting for Budget & Public Hearing on Tax Levy was called to order at 6:15PM by Supervisor, Damien Henning.** Roll call of Board Members Present: Dean Morford, Trustee, Kim Shomin, Treasurer, Sondra Festerling, Clerk, and Absent, Katie Derrohn, Trustee. Public: None

Consent Agenda was presented by D. Henning with an adjustment made to #8: Motion to Adjust the Budgets: under the Fire Fund for 2020-2021 Budget Year (as seen below *adjusted*) and a request to remove Section b) under #6: Motions.

#3) Minutes of March 26, 2020 Public Hearing on Budgets and Tax Levy was presented. The Minutes were approved at the May 7, 2020 Regular Board Meeting, and were accepted as presented.

#5) Payment of bills totaling \$115,744.94 approved for payment from the General Fund.

#6) Motions:

- a) The Littlefield Township Board Meeting will be on the first Tuesday of each month.
- b) **removed to Regular Agenda Items
- c) To collect the one percent (1%) Administration Fee.
- d) The Township Board shall have the right to buy, sell, and lease land.
- e) Township Supervisor shall be paid the Assessor Fee, if the Supervisor takes over the assessing of the township.

#8) Motions to Adjust the Budgets for 2020-2021 Budget Year:

General Fund: #101-999: Principal Payments to \$60,002.00, **#101-956: Oden Parks** to \$16,500.00, **#101-702: Trustee Payroll** to \$6,910.00, **#247-702: Salary of Bd of Review** to \$870.00, and **#851-910: Insurance & Bonds** to \$11,600.00 all from Fund Balance.

Oden Light: #448-921 Lights in Oden to \$11,700.00 from Fund Balance.

Sewer Fund: #713 Salary Operations to \$420.00, and **Sewer Charge Operations** to \$169,800.00 from Fund Balance.

Fire Fund: #206-700 Expenditure Control to \$142,027.00 (*adjusted*) from Fund Balance.

Hay Lake Marina: #970-808 Legal & Professional to \$30,000.00 from Fund Balance.

All items in the Consent Agenda as adjusted and presented were approved and adopted.

Regular Agenda Items:

K. Shomin made the **Motion under section b) of the Consent Agenda** that 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, M Bank, Huntington Bank, & TCF (previously known as Chemical) Bank. Second by S. Festerling, Carried 4 Yes, 0 No 1 Absent.

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 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, 2021, the salary of the township supervisor shall be as follows: \$12,100.00 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, 2021, the salary of the township clerk shall be as follows: \$17,000.00 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, 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, 2021, the salary of the township treasurer shall be as follows: \$22,500.00 to include winter tax collection and summer tax collection.

The foregoing resolution offered by board member D. Henning

Supported by board member S. Festerling

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, 2021, the salary of the township trustee shall be as follows: \$3,350.00

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 \$4,700.00 for the 2021-2022 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 \$35.00 per Diem.

The representative to the HSASDA shall receive \$35.00 per diem.

The Deputies for Supervisor, Clerk, and Treasurer will be paid \$17.00 per Hour.

Second by K. Shomin, Carried 4 Yes, 0 No, 1 Absent.

D. Henning **Moved** that the Assessors salary be \$36,800.00 Annually, Second by S. Festerling, Carried 4 Yes, 0 No, 1 Absent.

S. Festerling **Moved** that:

-Election worker will be paid \$16.00 per hour, and

-Board of Review members will be paid \$16.00 per hour.

Second by K. Shomin, Carried 4 Yes, 0 No, 1 Absent.

D. Henning **Moved** that the **Cemetery Sexton** shall be paid \$2,400.00 per year, second by S. Festerling, Carried 4 Yes, 0 No, 1 Absent.

S. Festerling **Moved** to pay Township Supervisor D. Henning up to an additional \$13,000.00 for any extra meetings for the Hay Lake Marina, any Litigation, and any other Special Project Meetings during the 2021 – 2022 Budget Year. Second by K. Shomin, Carried 4 Yes, 0 No, 1 Absent.

S. Festerling **Moved** that D. Morford be paid a \$35.00 per diem for any special meetings he attends with D. Henning on the Hay Lake Marina during the 2021-2022 Budget Year. Second by D. Henning, Carried 4 Yes, 0 No, 1 Absent.

BUDGETS WERE PREPARED FOR THE 2021-2022 YEAR: General Fund Revenue of \$531,243.00 and Expenses of \$849,420.00 with the deficit coming from General Fund- Fund Ballance. Sewer Fund Revenue of \$259,123.00 and Expenses of \$275,192.00 with the deficit coming from Sewer Fund- Fund Ballance. Fire Fund Revenue of \$180,320.00, and Expenses of \$188,742.00 with the deficit coming from Fire Fund- Fund Ballance. Cemetery Fund Revenue of \$1,014.00 and Expenses of \$5,000.00 with the deficit coming from Cemetery Fund- Fund Ballance. Hay Lake Marina Fund Revenue of \$20.00 and Expenses of \$12,000.00 with the deficit coming from Hay Lake Marina Fund- Fund Ballance. Oden Light Revenue of \$11,854.00, and Expenses of \$11,730.00. A **New** Hay Lake Marina Operating Fund will be established before the May 6, 2021 Regular Meeting with the following approved budget: Revenue of \$48,610.00 and Expenses of \$26,450.00. The Public Hearing was closed by D. Henning. The above Budgets were presented, revised, and **Moved** for approval by D. Morford, Second by K. Shomin. D. Henning asked if there was any further discussion: None - asked if all in favor which Carried: 4 Yes, 0 No, 1 Absent.

S. Festerling made the **Motion** to remove Agenda Item #11 Special Meeting of the Election Committee. It will be brought before the Township Board at the Regular April 6, 2021 Board Meeting. Second by D. Henning, Carried 4 Yes, 0 No 1 Absent. A special posting of Election Committee Meeting will be in the near future.

D. Morford made a **Motion** to pay Sondra Festerling the Election Inspectors rate of \$16.00 per hour for any additional labor created from the passing of ballot proposal 18-3 on elections above the minimum statutory duties, to process Absent Voter Ballot Requests, and to be compensated for the additional labor it takes to do the work that was previously done by Emmet County for Littlefield Township. Second D. Henning, Carried 4 Yes, 0 No, 1 Absent.

S. Festerling made a **Motion** to move the Regular May 2021 Board meeting to Thursday May 6th, 2021 due to the May 4, 2021 Special Election being held during our normal Regular Board Meeting time. Second by D. Henning. Carried 4 Yes, 0 No, 1 Absent.

There were no other items to come before the board. D. Henning Moved to Adjourn Special Meeting Budget & Public Hearing on Tax Levy at **9:45 PM.**

Sondra Festerling, Clerk