

PIERSON TOWNSHIP

Special Meeting Minutes

February 27, 2018
3:00 pm

I. Call to order: 3:00 pm

II. Pledge of Allegiance

III. Roll Call:

Present: Gould, Gitchel, Longcore, Hyrns, Scheuermann

IV. Approval of Meeting Agenda

Motion: Gould 2nd: Scheuermann Roll Call Yes: Gould, Gitchel, Longcore, Hyrns, Scheuermann

V. New business

a) Amendments to 2017-2018 Budget Amendments:

- 1) General Fund: 101-000-404.000 Set Fee increase to \$6,075.00, 101-00-560.00 Charter Franchise Fee increase to \$15,087.87, 101-00-667.00 Township Hall Rental increase to \$2,250.00, 101-101-702.000 Township Board Salary Increase to \$4,794.00, 101-101-703.000 Township Board Meeting Wages decrease to \$180.00, 101-101-727.000 Supplies Township Board decrease to -\$23.50, 101-101-818.005 Township Board Contracted Services increase to \$1,700.00, 101-101-819.001 Twp. Computer/Server Maintenance decrease to \$600.00, 101-101-821.000 Twp. Bd. Printer/Copier Repair decrease to \$500.00, 101-101-860.000 Mileage decrease to \$300.00, 101-101-957.000 Hall Rental Deposit Refund increase to \$1,500.00, 101-101-958.000 decrease to \$2,224.73, 101-171-727.000 Supplies Supervisor decrease to \$50.00, 101-171-860.000 Mileage decrease to \$0.00, 101-215-705.000 Clerk Hourly Extra Hours decrease to \$172.50, 101-215-957.001 Clerk Miscellaneous decrease to \$0.00, 101-223-801.001 Audit-Professional Fees decrease to \$6,000.00, 101-253-705.001 Treasure Hourly decrease to \$0.00, 101-253-727.000 Supplies Treasurer decrease to \$5,690.23, 101-253-730-000 Treasurer Computer support increase to \$921.50, 101-257-727.000 Supplies Assessor increase to \$3,800.00, 101-257-730.000 Computer Support Assessor increase to \$382.50, 101-257-819.002 Assessor Field Work decrease to \$590.00, 101-257-870.000 Social Security/Medicare Tax (Assessor) increase to \$2,000, 101-262-802.001 Elections decrease to \$3,034.13, 101-261-752.000 Supplies General Administration increase to \$418.61, 101-265-727.000 Supplies Building Grounds increase to \$300.00, 101-265-932.000 Building Maintenance decrease to \$500.00, 101-276-960.004 Training/Seminars (Cemetery) decrease to \$0.00, 101-446-818.010 Road Fund Transfers decrease to \$20,372.87, 100-000999.001 Transfer Out (to Road Fund for future projects) increase to \$38,581.73, 101-722-703.005 ZBA Meeting Wages decrease to \$150.00, 101-722-860.000 Mileage decrease to \$0.00, 101-751-703.007 Parks & Rec Wages decrease to \$450.00, 101-751-818.011 Contracted Serv. Recreat/Cultural decrease to \$3,224.65, 101-900-900.001 Contingency decrease to \$0.00. Clerk has authority to increase revenues on future budgets as needed, to move funds from the contingency fund to Social

Security/Medicare Tax as needed and to move funds from contingency fund to expenditures as needed for preapproved expenditures. Changes to be submitted for approval at next board meeting.

Motion: Scheuermann 2nd: Hyrns Roll Call Yes: Gould, Gitchel, Longcore, Hyrns, Scheuermann

- 2) Highway Road Fund: 202-000-664-000 Interest Earned increase to \$62.85, 202-000-674.000 Contributions and Donations to Road increase to \$10,082.00, 202-000-699.000 Transfer Receiving Fund decrease to \$20,372.87, 202-000-699.001 Transfer in for Future Road Projects increase to \$38,581.73.

Motion: Scheuermann 2nd: Hyrns Roll Call Yes: Gould, Gitchel, Longcore, Hyrns, Scheuermann

- 3) Cemetery Fund: 209-000-607.000 Cemetery Revenue increase to \$150.00.

Motion: Scheuermann 2nd: Gould Roll Call Yes: Gould, Gitchel, Longcore, Hyrns, Scheuermann

- 4) Big Whitefish Lake Fund: 230-101-818.001 Professional fees –general decrease to \$0.00, 230-450-727.000 Supplies BWL \$90.00, 230-450-818.001 Wages for Treasurer/Clerk \$920.00

Motion: Gould 2nd: Longcore Roll Call Yes: Gould, Gitchel, Longcore, Hyrns, Scheuermann

- 5) Little Whitefish Lake Fund: 231-101-818.003 Professional Fees – General decrease \$0.00, 231-460-727.00 Supplies LWL increase to \$60.00, 231-450-818.004 Professional Fees – Weed Control decrease \$15,769.00.

Motion: Scheuermann 2nd: Hyrns Roll Call Yes: Gould, Gitchel, Longcore, Hyrns, Scheuermann

- 6) Hooker Drive Bond Fund: 234-000-451.000 Special Assessment Revenue increase to \$10,444.52

Clerk has authority to amend special assessment fund budgets to adjust revenues and expenditures as needed to meet revenues received and association approved expenditures as well as refunds including wages and processing costs incurred with refunds. Changes to be submitted for approval at next board meeting.

Clerk to issue refunds to residents with a special assessment from the Hooker Drive Special Assessment. All funds to be returned after associated costs are transferred to the general fund. Refund to be issued in the form of a cashier's check or money order. All accounts associated with Hooker Bond shall be closed immediately following refunds and must be closed prior to the end of the fiscal year.

Motion: Scheuermann 2nd: Hyrns Roll Call Yes: Gould, Gitchel, Longcore, Hyrns, Scheuermann

- b) Treasurer's office door to be repaired/ replaced or put in window in place of the door. Funds to come from building account (\$448.38) with the remaining coming from the general fund 101-265-932.000 Building

Maintenance not to exceed \$500.00. Total available for project \$998.38. Building Fund to be closed before the end of current fiscal year if full amount (\$448.38) is used.

Motion: Scheuermann 2nd: Longcore Roll Call Yes: Gould, Gitchel, Longcore, Hyrns,
Scheuermann

- c) Wages for Non-Statutory duties set at \$20 per hour.

941-Quarterly Reports and Server Maintenance added to previous Non-Statutory List

Motion: Longcore 2nd: Hyrns Roll Call Yes: Gould, Gitchel, Longcore, Hyrns, Scheuermann

- d) Howard City Fire Contract approved at \$10,600.00 for the year.

Motion: Gitchel 2nd: Longcore Roll Call Yes: Gould, Gitchel, Longcore, Hyrns,
Scheuermann

- e) Proposed budget for 2018-2019.

Motion: Gitchel 2nd: Longcore Roll Call Yes: Gould, Gitchel, Longcore, Hyrns,
Scheuermann

VI. Public Comments

VII. Adjournment: 4:46 pm