

PIERSON TOWNSHIP
Budget Hearing Meeting Minutes

21156 W. Cannonsville Rd, Pierson, MI 49339

March 29, 2023

5:00 pm

1. Meeting
 - a. Call to order: 5:02 pm
 - b. Pledge of Allegiance
 - c. Roll Call Present: Buyze, Bergman, Burkholder, Orcutt, Sower
2. Approve Meeting Agenda.

Motion: Burkholder Second: Sower
Roll Call Yes: Buyze, Bergman, Burkholder, Orcutt, Sower
3. Public Comments
4. New/Open Business:
 - a. Funds Budget Review
 1. Treasurer to close Covid/Arpa Fund.

Motion: Burkholder Second: Buyze
Roll Call Yes: Buyze, Bergman, Burkholder, Orcutt, Sower
 2. General Fund 2023-24 Budget
 - i. Transfer \$50,000 from General Fund [budget] to the Road Fund.

Motion: Burkholder Second: Orcutt
Roll Call Yes: Buyze, Bergman, Burkholder, Orcutt, Sower
 - ii. Transfer \$9,240 from General Fund [budget] to Building & Grounds Fund for budget and [\$2K] for future repair/improvement.

Motion: Burkholder Second: Buyze
Roll Call Yes: Buyze, Bergman, Burkholder, Orcutt, Sower
 - iii. Treasurer online MTA training up to \$150.

Motion: Orcutt Second: Buyze
Roll Call Yes: Buyze, Bergman, Burkholder, Orcutt, Sower
 3. Parks & Recreation 2023-24 Budget
 - i. JMull bid for the GTWave and bench concrete.

Motion: Burkholder Second: Buyze
Roll Call Yes: Buyze, Bergman, Burkholder, Orcutt, Sower
 - ii. Table Pavilion RFP/Bid until next meeting.
 4. Big Whitefish & Little Whitefish Sewer and Weed Budgets.
5. Close regular meeting at 5:45 pm

Motion: Burkholder Second: Bergman
Roll Call Yes: Buyze, Bergman, Burkholder, Orcutt, Sower
6. Open regular meeting at 6:13 pm.

Motion: Buyze Second: Burkholder
Roll Call Yes: Buyze, Bergman, Burkholder, Orcutt, Sower
7. Budget Amendment(s)(attached) to match projected and amend budget.

Motion: Burkholder Second: Bergman
Roll Call Yes: Buyze, Bergman, Burkholder, Orcutt, Sower

8. Close regular meeting and open Public Hearing at 6:15 pm
 - Motion: Buyze Second: Burkholder
 - Roll Call Yes: Buyze, Bergman, Burkholder, Orcutt, Sower
9. Public Comments: no one in attendance.
10. Close Public Hearing and re-open regular meeting at 6:16 p.m.
 - Motion: Buyze Second: Burkholder
 - Roll Call Yes: Buyze, Bergman, Burkholder, Orcutt, Sower
11. Approve 2023-24 Budget & Resolution 2023-09 General Appropriations Act.
12. Approve all other Fund budgets.
 - Motion: Burkholder Second: Bergman
 - Roll Call Yes: Buyze, Bergman, Burkholder, Orcutt, Sower
13. Public Comments
14. Board Comments
15. Adjourn: 6:21 pm
 - Motion: Buyze Second: Bergman
 - Roll Call Yes: Buyze, Bergman, Burkholder, Orcutt, Sower

PIERSON TOWNSHIP
 JOURNAL ENTRY
 JE: 2068

Post Date: 03/29/2023
 Entry Date: 03/29/2023
 Description: YEAR END BA

Entered By: CLERK
 Journal: BA

GL #	Description	Increase/ (Decrease)
101-000-402.000	PROPERTY TAX REVENUE	2,536.78
101-000-405.000	OVER/SHORT TAX	16.26
101-000-411.000	DLQ TAX FROM COUNTY	4,274.76
101-000-412.000	DLQ PERSONAL PROPERTY	6.40
101-000-420.000	SET FEE	(2.50)
101-000-445.000	PENALTIES/INTEREST ON TAXES	1,791.84
101-000-447.000	ADMIN FEE	4,428.78
101-000-477.000	CHARTER FRANCHISE FEE	(1,005.56)
101-000-490.000	ZONING PERMITS	130.00
101-000-574.000	STATE SHARED REVENUE	11,830.00
101-000-602.000	CHARGES FOR SERVICES	(0.76)
101-000-607.000	CEMETERY REVENUE	2,350.00
101-000-613.000	LAND DIVISION	585.00
101-000-619.000	RENTAL FEE - CHARGE FOR SERVICE	425.00
101-000-665.000	INTEREST EARNED	3,775.00
101-000-667.000	TOWNSHIP HALL RENTAL	4,875.00
101-000-674.000	CONTRIBUTIONS AND DONATIONS	19.00
101-000-675.001	MISCELLANEOUS REVENUE	299.21
101-000-965.000	CONTINGENCY	(2,958.85)
101-000-995.000	TRANSFER OUT TO RD FUND FUTURE PROJECTS	25,000.00
101-000-999.000	TRANSFERS OUT	129,240.00
101-101-702.000	TOWNSHIP BOARD SALARY	(141.63)
101-101-703.000	WAGES	(630.95)
101-101-715.000	SOCIAL SECURITY/MEDICARE TAX	(52.04)
101-101-727.000	SUPPLIES TOWNSHIP BOARD	150.00
101-101-803.000	TWP. BOARD PROF. LEGAL SERVICES	(500.00)
101-101-812.000	TWP/TRUSTEE COMPUTER SUPPORT	(115.00)
101-101-822.000	TWP. COMPUTER/SERVER MAINTENANC	(1,302.50)
101-101-824.000	TWP. BD. PRINTER/COPIER REPAIR	(359.47)
101-101-860.000	MILEAGE	(67.50)
101-101-900.000	NEWSLETTER/PUBLISHING TWP	(237.00)
101-101-956.000	BANK SERV/MISC CHARGES	(100.00)
101-101-958.000	TOWNSHIP BOARD DUES	25.00
101-101-961.000	SAFE DEPOSIT BOX RENTAL FEE	(25.00)
101-101-964.000	HALL RENTAL DEPOSIT REFUND	875.00
101-171-703.008	NON STATUTORY HOURLY WAGES	(500.00)
101-171-727.000	SUPPLIES SUPERVISOR	(100.00)
101-171-812.000	COMPUTER SUPPORT SUPERVISOR	(182.50)
101-171-860.000	MILEAGE	(99.61)
101-215-702.000	CLERK SALARY	(0.02)
101-215-703.001	NON STATUTORY HOURLY WAGES	(2,200.00)
101-215-712.000	DEPUTY CLERK WAGES	(1,563.26)
101-215-715.000	SOCIAL SECURITY/MEDICARE TAX	(176.50)
101-215-727.000	SUPPLIES CLERK	61.71
101-215-810.000	BS&A ANNUAL SERVICE/SUPPORT FE	50.50
101-215-810.001	COMP./PRINTER/SOFTWARE SUPPORT	125.00
101-215-860.000	MILEAGE	(30.00)
101-223-801.000	AUDIT - PROFESSIONAL FEES	(200.00)
101-247-703.000	WAGES	173.16
101-247-715.000	SOCIAL SECURITY/MEDICARE TAX	12.79
101-247-860.000	MILEAGE	9.56
101-247-958.000	TRAINING	50.00
101-247-960.004	BOR TRAINING/SEMINARS	(100.00)
101-253-702.000	TREASURER SALARY	0.03
101-253-703.001	NON STATUTORY TREAS HOURLY WAGES	(2,600.06)
101-253-712.000	DEPUTY TREASURER WAGES	(571.42)
101-253-715.000	SOCIAL SECURITY/MEDICARE TAX	(89.69)
101-253-727.000	SUPPLIES TREASURER	(334.41)
101-253-810.000	BS&A ANNUAL SERVICE/SUPPORT FE	(251.50)
101-253-812.000	COMPUTER SUPPORT TREASURER	(150.00)
101-253-860.000	MILEAGE	(150.00)
101-253-960.004	TREASURER CONFERENCE/WORKSHOPS	(125.00)
101-257-702.000	ASSESSOR SALARY	(2.21)
101-257-715.000	SOCIAL SECURITY/MEDICARE TAX	(625.14)
101-257-727.000	SUPPLIES ASSESSOR	420.00

101-257-810.000	BS&A ASSESS. SYSTEM YEARLY FEE	(45.00)
101-257-810.002	APEX YEARLY SOFTWARE FEE	(30.00)
101-257-812.000	COMPUTER SUPPORT ASSESSOR	500.00
101-257-860.000	MILEAGE ASSESSOR	(100.00)
101-257-960.004	ASSESSOR TRAINING/SEMINARS	(161.20)
101-262-703.000	WAGES	(4,154.50)
101-262-712.000	DEPUTY/CLERK ELECTION WAGES	(6,300.00)
101-262-715.000	SOCIAL SECURITY/MEDICARE TAX	(1,617.07)
101-262-810.001	COMP./PRINTER/SOFTWARE SUPPORT	(215.00)
101-262-860.000	MILEAGE	238.57
101-262-900.000	ELECTION POSTAGE	745.00
101-265-704.000	TOWNSHIP HALL WAGES	(115.00)
101-265-705.000	BUILD/GROUNDS TEMP EMPLOYEE WAGES	(400.00)
101-265-715.000	SOCIAL SECURITY/MEDICARE TAX	(87.00)
101-265-727.000	SUPPLIES BUILDING/GROUNDS	200.00
101-265-801.000	DRAIN & LAKE SPECIAL ASSESSMENT	(2,800.00)
101-265-831.000	TOWNSHIP HALL CLEANING	(28.33)
101-265-921.000	TOWNSHIP HALL ELECTRIC	(450.00)
101-265-922.000	TOWNSHIP HALL PROPANE	275.00
101-265-923.000	TRASH COLLECTION	(124.50)
101-265-925.000	PHONE & INTERNET	(680.48)
101-265-926.000	WATER COOLER SERVICES	(28.00)
101-265-930.000	GROUNDS MAINTENANCE	(3,500.00)
101-265-932.000	BUILDING MAINTENANCE	1,375.00
101-265-972.000	BUILDING IMPROVEMENT	(1,455.25)
101-265-973.000	TOWNSHIP HALL NEW EQUIPMENT	1,760.95
101-268-955.000	WORKERS' COMPENSATION INSURANCE	(199.00)
101-446-702.000	ROAD COMMITTEE WAGES	(600.00)
101-446-715.000	SOCIAL SECURITY/MEDICARE TAX	(37.00)
101-448-920.000	STREET LIGHTS	(380.00)
101-567-704.000	CEMETERY HOURLY	(510.00)
101-567-715.000	SOCIAL SECURITY/MEDICARE TAX	(60.51)
101-567-727.000	SUPPLIES CEMETERY	(545.67)
101-567-810.000	PONTEM SUPPORT/SUBSCRIPTION	(55.00)
101-567-812.000	CEMETARY COMPUTER SUPPORT	(200.00)
101-567-960.004	TRAINING/SEMINARS	(200.00)
101-701-703.000	WAGES	(960.00)
101-701-715.000	SOCIAL SECURITY/MEDICARE TAX	(58.14)
101-701-727.000	SUPPLIES PLANNING COMMISSION	(100.00)
101-701-900.000	PUBLISHING	(1,873.80)
101-702-702.000	ZONING ADMINSTRATOR WAGES	40.00
101-702-703.008	NON STATUTORY CLERICAL WAGES	(152.63)
101-702-715.000	SOCIAL SECURITY/MEDICARE TAX	22.45
101-702-727.000	SUPPLIES ZONING ADMINISTRATOR	81.21
101-702-812.000	ZONING COMPUTER SUPPORT	75.00
101-702-860.000	MILEAGE	(500.00)
101-702-900.000	PUBLISHING	332.35
101-702-960.004	ZONING CONFERENCE/TRAINING COSTS	(185.10)
101-703-727.000	COMMUNITY & ECON SUPPLIES	(170.47)
101-703-880.000	COMMUNITY PROMOTION	50.00
101-703-927.000	COMMUNITY/ECON SIGNAGE	(75.00)
101-705-703.000	WAGES	(300.00)
101-705-715.000	SOCIAL SECURITY/MEDICARE TAX	(22.95)
101-705-956.002	TREASURER MISCELLANEOUS	22.95
101-705-960.004	TRAINING/SEMINARS	80.00
101-751-703.000	WAGES	(40.00)
101-751-715.000	SOCIAL SECURITY/MEDICARE TAX	3.00
101-751-727.000	SUPPLIES PARK AND REC	(400.00)
101-751-821.000	CONTRACT SERV. RECREAT/CULTURAL	(488.19)
101-751-920.000	WINSLOW LIGHT	140.00
101-751-930.000	P&R GROUNDS MAINTENANCE	(2,137.00)

Revenue Change:	36,334.21
Expenditure Change:	113,051.18
Budgeted Change To Fund Balance:	(76,716.97)

APPROVED BY: _____

PIERSON TOWNSHIP
 JOURNAL ENTRY
 JE: 2071

Post Date: 03/29/2023
 Entry Date: 03/31/2023
 Description: BA TO END YEAR

Entered By: CLERK
 Journal: BA

MARCH 29 2023 MEETING
 BUDGET AMENDMENT(S) (ATTACHED) TO MATCH PROJECTED AND
 AMEND BUDGET.
 MOTION: BURKHOLDER
 SECOND: BERGMAN
 ROLL CALL YES: BUYZE, BERGMAN, BURKHOLDER, ORCUTT,
 SOWER

GL #	Description	Increase/ (Decrease)
282-000-665.000	INTEREST INCOME	87.22
282-261-955.002	BANK MISC/COVID	(68.00)
282-262-727.000	ELECTION SUPPLIES ARPA	(5,035.69)
282-262-955.002	ELEC MISCELLANEOUS EXPENSE	153.32
282-265-970.000	CAPITAL OUTLAY - BLDG GRNDS	9,727.08
282-751-818.011	CONTRACT SERV. RECREAT/CULTURAL ARPA	(7,647.50)
282-751-971.000	PARK IMPROVEMENTS COVID	3,674.87
	Revenue Change:	87.22
	Expenditure Change:	804.08
	Budgeted Change To Fund Balance:	(716.86)

APPROVED BY: _____

PIERSON TOWNSHIP
 JOURNAL ENTRY
 JE: 2072

Post Date: 03/29/2023
 Entry Date: 03/31/2023
 Description: BA TO END YEAR

Entered By: CLERK
 Journal: BA

MARCH 29 2023 MEETING
 BUDGET AMENDMENT(S) (ATTACHED) TO MATCH PROJECTED AND
 AMEND BUDGET.
 MOTION: BURKHOLDER
 SECOND: BERGMAN
 ROLL CALL YES: BUYZE, BERGMAN, BURKHOLDER, ORCUTT,
 SOWER

GL #	Description	Increase/ (Decrease)
208-000-665.000	INTEREST EARNED	2,860.01
208-000-674.000	CONTRIBUTIONS AND DONATIONS	6,737.15
208-000-699.000	TRANSFER RECEIVING FUND	120,000.00
208-751-971.000	CAPITAL OUTLAY	(67,999.00)
208-751-972.000	PARK IMPROVEMENTS	(59,130.69)
216-000-573.000	LOCAL COMM STABILIZATION SHARE	445.24
216-000-630.000	LANDFILL HOST IMPACT FEE	(1,870.61)
216-000-665.000	INTEREST EARNED	1,005.54
216-446-822.001	LABOR & MATERIALS	(3,666.13)
401-000-665.000	B&G INTEREST EARNED	40.00
401-000-699.000	TRANSFER RECEIVING FUND	9,240.00
401-265-970.000	CAPITAL OUTLAY - BLDG GRNDS	19,232.92
	Revenue Change:	138,457.33
	Expenditure Change:	(111,562.90)
	Budgeted Change To Fund Balance:	250,020.23

APPROVED BY: _____

PIERSON TOWNSHIP
 JOURNAL ENTRY
 JE: 2073

Post Date: 03/29/2023
 Entry Date: 03/31/2023
 Description: BA TO END YEAR

Entered By: CLERK
 Journal: BA

MARCH 29 2023 MEETING
 BUDGET AMENDMENT(S) (ATTACHED) TO MATCH PROJECTED AND
 AMEND BUDGET.
 MOTION: BURKHOLDER
 SECOND: BERGMAN
 ROLL CALL YES: BUYZE, BERGMAN, BURKHOLDER, ORCUTT,
 SOWER

SEWER ACCOUNTS ARE ENTERPRISE ACCOUNTS AND BALANCED
 BUDGET IS NOT REQUIRED BUT GOOD PRACTICE. DV

GL #	Description	Increase/ (Decrease)
590-000-634.004	O&M	4,339.40
590-000-665.000	INTEREST INCOME	4,600.00
590-000-675.000	MISC/PENALTY REVENUE	6,277.35
590-000-699.000	TRANSFER IN	2,079.00
590-000-995.000	TRANS OUT	608.58
590-536-728.007	BSA UB SYSTEM ANNUAL FEE	300.00
590-536-752.000	SUPPLIES	1,110.00
590-536-801.001	LEGAL CONSULTANTS	(200.00)
590-536-816.000	CONTRACT SERVICES	44,537.56
590-536-836.001	WELL MONITORING	1,283.00
590-536-850.000	PHONE/NOTIFICATION SYSTEM	68.84
590-536-851.000	POSTAGE	(100.00)
590-536-861.000	MILEAGE/TRAVEL	(730.00)
590-536-920.000	UTILITES/ELECTRIC	(140.00)
590-536-930.000	TANK MAINTENANCE	(8,032.00)
590-536-931.000	EQUIPMENT REPAIR	(2,876.44)
590-536-955.000	PROP & LIABILITY INSURANCE	(600.00)
590-536-955.002	TANK INSPECTIONS	(10,000.00)
592-000-634.004	O&M	11,278.63
592-000-634.006	CONNECTION FEES	39,338.64
592-000-664.007	DEBT SERVICE FEES	7,563.54
592-000-665.000	INTEREST INCOME	947.00
592-000-665.003	INTEREST DEBT SERVICE	645.31
592-000-675.000	MISC/PENALTY REVENUE	(1,015.86)
592-000-699.000	TRANSFER IN	1,378.62
592-000-995.000	TRANS OUT	919.08
592-536-728.007	BSA UB SYSTEM ANNUAL FEE	300.00
592-536-752.000	SUPPLIES	(47.94)
592-536-801.001	LEGAL CONSULTANTS	(200.00)
592-536-816.000	CONTRACT SERVICES	16,638.94
592-536-836.001	WELL MONITORING	901.00
592-536-850.000	PHONE/NOTIFICATION SYSTEM	68.85
592-536-851.000	POSTAGE	(270.00)
592-536-861.000	MILEAGE/TRAVEL	1,000.00
592-536-920.000	UTILITIES/ELECTRIC	153.01
592-536-930.000	TANK MAINTENANCE	(5,340.00)
592-536-931.000	EQUIPMENT REPAIR	(4,067.85)
592-536-955.000	PROP & LIABILITY INSURANCE	(400.00)
592-536-955.002	TANK INSPECTIONS	(6,000.00)
844-000-665.000	INTEREST EARNED BWL	500.00
844-570-820.000	PERMIT FEES	1,600.00
845-000-665.000	INTEREST EARNED LWL	235.00
845-570-820.000	PERMIT FEES	75.00
845-570-821.000	PROFESSIONAL FEES/WEED CONTROL	(440.00)

	Revenue Change:	78,166.63
	Expenditure Change:	30,119.63
	Budgeted Change To Fund Balance:	48,047.00

APPROVED BY: _____