

Rollin Township

Special Budget Meeting ~ March 29, 2016

- Supervisor Jenkins called the meeting to order at 5:00 PM. Members present were Supervisor Jenkins, Treasurer Willett, Clerk Combs and Trustees Wilson and Walker. Quorum was reached.
- Supervisor Jenkins told the Board that the township needs to increase revenue because overspending has reduced the General Fund balance, a third of budget cost goes for local road improvements and Fire Department. Supervisor Jenkins challenged the board to look at ways to increase revenue for the township.
- The Board reviewed all department budgets and looked at activity in prior budgets, which were provided in advance.
- The electrical inspector requested an increase for inspections from \$35.00 to \$50.00 per inspection. This item will be on April regular meeting agenda.
- Several items were discussed as to possible ways to increase revenue. Following items were reviewed and further action will be finalized at April regular meeting.
 1. Increase Administrative Fees; for tax collection, cemetery and building departments.
 2. Increase millage to 1 mill.
 3. New Fire Millage (.2-.25 mill), other township have a fire department millage.
 4. Transfer Station fees; possible increase in fees for large items and trailers, etc.
 5. Collect summer taxes.
- All salaries remained the same for the 2016-17 fiscal years.
- Resolution 2016-2, Supervisor's salary is \$12,500 annually, motion by Willett and supported by Wilson, all ayes, motion carried.
- Resolution 2016-3, Deputy Supervisor's salary set at \$12.00 per hour with no limit on hours, motion by Walker and supported by Wilson, all ayes, motion carried.
- Resolution 2016-4, Clerk's salary is \$16,500 annually, motion by Willett and supported by Walker, all ayes, motion carried.
- Resolution 2016-5, Deputy Clerk's salary is \$3,600 annually, motion by Willett and supported by Walker, all ayes, motion carried.
- Resolution 2016-6, Treasurer's salary is \$15,300 annually, motion by Wilson and supported by Walker, all ayes, motion carried.
- Resolution 2016-7, Deputy Treasurer's salary is \$3,600 annually, motion by Willett and supported by Walker, all ayes, motion carried.
- Resolution 2016-8, Trustee's salary is \$2,400 annually, plus per diem for all meetings, motion by Willett and supported by Combs, all ayes, motion carried.
- Resolution 2016-10, to eliminate the 7.5 percent milfoil assessment paid for by the township for both lakes, motion by Willett and supported by Walker. Roll call: Wilson-yes, Walker-yes, Willett-yes, Combs-yes and Jenkins-yes. Motion carried.

-Supervisor Jenkins discussed departmental vs line item budget and recommended that we utilize the departmental budget.

-Motion by Willett and supported by Wilson approve disbursements for due to and due from accounts in total of \$5,011.51. Roll call: Wilson-yes, Walker-yes, Willett-yes, Combs-yes and Jenkins-yes. Motion carried.

-Motion by Willett and supported by Wilson for proposed budget adjustments. Roll call: Wilson-yes, Walker-yes, Willett-yes, Combs-yes and Jenkins-yes. Motion carried.

-The total General Fund budget is \$493,240.00 with a contingency fund of \$18,442.00, using \$40,000.00 of reserve balance.

- **Increases were made to the following departments:** Supervisor-\$3218.00, Board of Review-\$406.00, Treasurer-\$138.00, Assessor-\$1017.00, Elections-\$3355.00, Building & Grounds- \$11,286.00, Attorney-\$7731.00, Cemetery-\$10,018.00, Fire Department-\$885.00, Building Department-\$977.00, Planning Commission-\$10,576.00, Board of Appeals-\$226.00, Transfer Station-\$1844.00, Parks-\$44376.00, Insurance-\$61.00, Auditor-\$50.00, Construction Board of Appeals-\$150.00 and Drains-\$500.00.

-**Decreases were made to the following departments:** Governing Body-\$88,589.00, Clerk-\$12,722.00, Highways, Streets & bridges-\$53,586.

-The 2016-17 budget reflects a decrease of \$79,641.00 which is (13%) less than last year.

-Resolution 2016-9 to adopt the 2016-17 budget and appropriate funds. Motion by Willett and supported by Wilson, all ayes, motion carried.

-Truth in taxation hearing was held. The taxes levied by Rollin Township are as follows: (1) mil real estate tax, which is reduced by the Headlee amendment to .6307 mil collected for Advanced Life Support and 1% administrative fee to cover the administrative costs of tax collection. Motion by Willett and supported by Walker to accept the truth in taxation language. Roll call: Wilson-yes, Walker-yes, Willett-yes, Combs-yes and Jenkins-yes. Motion carried.

-Citizen's comments: none

-The Board recognized and thanked Deputy Supervisor Irma David for her assistance on this budget.

-Supervisor Jenkins adjourned the meeting at 6:58 pm.

Respectfully submitted by Denice Combs, Rollin Township Clerk

Minutes approved:

Date: _____ Supervisor: _____ Clerk: _____