

# Johnstown Township Minutes

13641 South M-37 Highway. Battle Creek Michigan 49017

Special Board Meeting – Jan. 24, 20223 – 2:00 p.m.  
Preliminary Review & Budget Planning for 2023-2034 and ARPA Budget planning  
and other pertinent business

Meeting called to order at 2:00 p.m.

**Present:** Supervisor Barb Earl, Clerk Sheri Babcock, Treasurer Karmen Nickerson,  
Trustee Deana Powell, Trustee Jeff Warren

**Absent:** None

**Visitors:** Chris Jozwik, Fire Chief; Tom Powell, Asst. Fire Chief

**Purpose:** Fiscal Year April 1, 2023 to March 31, 2024, Preliminary Budget Planning process and to further evaluate proposed assets or projects to be considered and funded with American Rescue Plan Act (ARPA) funds and process budget approvals. This meeting could include any other pertinent business as needed. The community was invited to attend.

## ARPA funds

The ARPA funds can be spent upon receipt and must be obligated by December 31, 2024, but funds are not required to be used or obligated before then. Funds must be expended by December 31, 2026.

The township has now received both the first and second “tranche” payment. Including interest, the current balance in the fund, after withdrawals to date, is \$252,864.72.

**Proposed Budget Items:** Estimate for adding two TV’s as monitors in the Clerk’s office and the Treasurer’s office to connect to the security system. The discussion also included adding an additional TV in the Fire Chief’s office. A decision was postponed from the last meeting until we have a firm estimate. The cost estimate is now at \$3000.00 with contingency of an additional \$200.00 if needed.

## APPROVED

A motion was made by Warren to approve the installation of the security camera monitors at a cost not to exceed \$3,200.00. Seconded by Powell. All ayes. Motion carried.

Township Hall estimate for adding a 85” TV, mount and HDMI cable. The cost of the TV is about \$2,000 including the mount. It was discussed that we might want to look at the cost of TV’s ourselves and ask about him still installing for us. Powell did provide an estimate from King’s in Hastings as cost comparison. This quote was for an 86” LG TV 86UQ8000 for \$1399.00. It is currently on back order. We would like to consider going to a smaller TV as the cost does decrease at 75”. Need more estimates.

Pavilion: Need to start to get estimates for paving and walkways. Two estimates for paving were presented from Lakeland Asphalt at \$40,500 and Dameron Bros. for \$51,600.

After much discussion, it was decided to table this for further review.

## New Budget Considerations:

New Proposed: Would like to get a quote for adding a light to the flag pole in the Fire Dept. Memorial area. Ok to get estimate.

New Proposed: Office area in the Fire Dept. lighting was not included in recent upgrade to LED lights. Need to get an estimate for converting these lights to LED.

**New Budget Considerations (continued):**

New Proposed: Fire Dept. purchase of fire suppression blanket for use with electric car fires. Cost is \$3,380.00.

New Proposal: Truck 812 needs tires \$3,000, battery \$600.00, pump repair

**MEETING SCHEDULE:** Review and confirm Regular Board Meetings and Fire Meetings for the 2023-2024 Fiscal Year. Two dates are changed as they conflict with election schedule.  
Regular meeting time change from 7:30 to 6:30. The Quarterly Fire Meetings will be scheduled for 6:00 p.m. This schedule will be transferred to a Resolution for adoption at the final budget hearing.

**FIRE DEPT.** Discussion on payroll increases. Increase to \$15.00, \$17.00 and \$18.00 per hour. Payroll should still be able to budget about the same as last year.

**TOWNSHIP TRANSFERS OUT:** Discussion on township annual transfer to Fire Dept. to \$60,500

**TOWNSHIP ROADS:** To \$80,000

**TOWNSHIP BUDGET:** To \$50,000 (may be adjusted later)

**SALARY INCREASES:** As projected at 3% increase, rounded to closest dollar.

**Other Pertinent Business:** We need a budget modification for the board-approved attendance of four (4) Board members for the upcoming MTA Conference. Estimated cost are \$1,560 for conference, \$2,000 (3 nights), mileage \$260.00 = \$3,820.00. We will reduce 101.265.965.000 Misc by \$400.00, 101.265.740.000 by \$1,000 and 101.265.977.000 by \$1,000 and increase the budget by \$1,420.

A motion was made by Warren to approve the budget modifications as presented, seconded by Powell.  
All ayes. Motion carried.

**Future meeting dates:** The next preliminary Budget Planning Meeting & ARPA is scheduled for February 22, 2023 at 2:00 p.m. and we will conclude with the Final Adoption and Public Hearing on March 22, 2022 at 2:00 p.m.

**Additional Comments:** None

**Adjournment:** A motion was made by Powell to adjourn the meeting at 4:46 p.m. Seconded by Warren.  
All ayes. Motion carried.

**Attested to by:**  
**Barbara Earl**  
**Supervisor**

  
**Sheri Babcock, Clerk**