

# Johnstown Township Minutes

13641 South M-37 Highway. Battle Creek, Michigan 49017

Special Board Meeting – February 28, 2024 – 11:00 a.m.

Meeting called to order at 11:04 a.m.

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

**Absent:** Trustee Jeff Warren (excused)

**Visitors:** Chris Jozwik, Fire Chief

**Budget:** Preliminary review and changes of 2024-2025 Fiscal Year budget were discussed, beginning with Fire Department needs including payroll, expenses and capital outlay. Chief Jozwik left the meeting after matters pertaining directly to the Fire Department were completed.

**Revenue:** Discussion about projected slight decrease in State Revenue Sharing. Discussion about the transfers in and transfers out process to set aside General Fund dollars that have already been committed.

**Payroll:** Reviewed preliminary draft of Salary Schedule for 2024-2025 Fiscal Year.

**Expenses:** Discussion about cemetery headstone care considerations; also purchase of additional property adjacent to the Banfield Cemetery.

**ARPA Funds:** Review of preliminary budget provided to the Board for consideration to complete the Community Garden and playground projects using remaining ARPA funds.

**Capital Outlay:** Building repairs and maintenance needs were discussed.

**Roads:** Possible consideration of a local millage to help defray costs of local road work.

**Special Board Meeting: Budget Work Session** scheduled for **Monday, March 18, 2024, at 3:00 p.m.** Meeting posting to be done.

**Public Hearing** to review the final **2024-2025 Fiscal Year budget** scheduled for **Wednesday, March 27, 2024, at 3:00 p.m.** Publication and notices to be done.

**Regular Board Meeting Schedule:** Draft Notice of Regular Board Meetings for the 2024-2025 Fiscal Year (Resolution 2024-03-03) reviewed. Resolution added to agenda for March 14, 2024, Board Meeting.

**Township General Property & Liability Insurance:** Clerk presented the General Property and Liability Policy with proposed changes to increase building insured limits to more closely align with replacement costs for an additional premium of less than \$400. Discussion about the increased insured limits. A motion was made by Powell authorize the Clerk, Sheri Babcock, to bind the insurance with the increased limits as presented. Seconded by Nickerson. All ayes. Motion carried.

**Fire Insurance Withholding Program:** Copies of the State of Michigan program and contract were made available to the Board for review. This issue will be added to the agenda for the March 14, 2024, Board Meeting.

**Board of Review:** Discussion on Property Tax Assessment notices and timeframes. March Board of Review schedule to be posted.

**Adjournment:** A motion was made by Nickerson to adjourn. Seconded by Powell. All ayes. Motion carried. Meeting adjourned at 2:18 p.m.

**Next Regular Board Meeting:** March 13, 2024, at 6:30 p.m.

**Next Budget Work Session:** March 18, 2024, at 3:00 p.m.

**Scheduled Budget Public Hearing:** March 27, 2024, at 3:00 p.m.

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



**Sheri Babcock, Clerk**

APPROVED