

Johnstown Township Minutes

13641 South M-37 Highway. Battle Creek Michigan 49017

Special Preliminary Budget Planning Meeting – February 28, 2022 – 4:00 p.m.

Meeting called to order at 4:13 p.m.

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

Fire Chief Chris Jozwik, Asst. Fire Chief Tom Powell

Visitors: None

Review of Preliminary Budget Outline for Fire Dept.

- Reviewed 205 Fire Equipment revenue, no planned expenses for this time period, and reviewed fund balances amounts available for 2023-24 Grass truck planned purchase.
- Reviewed the draft copy provided by Fire Dept. for expenditures for 2022-23 to 206 accounts;
- Reviewed the revenue figures for 206 accounts;
- Additional funds are being budgeted to bring vehicle maintenance and repairs to current;
- Capital Outlay will include Tire purchase (8) at a cost of \$5,500 and Personal Protection gear (4 sets), 6 helmets at a cost of \$16,300;
- Reviewed the expense accounts to allocate these expenses as listed.
- The Fire Dept. is in need of John Hancock on-line sign-up flyers.

Minutes:

A correction is needed to the January 27, 2022 Preliminary Budget Meeting minutes. During the review of Assessor budget, it was incorreced stated that property inspections would remain at \$30. The current rate is \$35 and will remain at that amount for 2022-23 budget.

A motion to approvement the corrected copy as presented was made by Powell. Seconded by Warren. All ayes. Motion carried.

Board Action: A board approval is need for the formal appointment of Fire Dept. Officers as follows:

Thomas Powell	Asst. Fire Chief	Effective Oct. 4, 2021
Jerry Sams	Captain	Effective Oct. 4, 2021
Jennifer Hammond	Lieutenant	Effective Jan. 3, 2022

A motion was made by Warren to approve the Fire's Chief's recommendation for officers as listed above. Seconded by Nickerson. All ayes. Motion carried.

Retirement Plan: The Board reviewed the plan document

A motion was made by Powell to authorize the clerk to sign the signature page for approval of the plan as presented. Seconded by Warren. All ayes. Motion carried.

Sleepy Hollow Special Road Assessment:

- The board reviewed the current number of parcel owners that have signed petitions. They are just over the 70% amount that the board prefers to see but there is still concern over the smaller parcels lack of signatures.

The board wants to see more petition signatures from land owners to move forward.

Township Maintenance Agreement :

The board reviewed agreement with Franklin Howerda Co. as presented. We would like to continue using this contractor.

A motion was made by Powell to authorize the clerk to sign the signature page approving the 2022-23 Maintenance agreement as presented. Seconded by Warren. All ayes. Motion carried.

Board of Review:

Due to the new guidelines, Board of Review members must complete required training. They will be paid \$75.00 for the 1-day training and reimbursement for mileage will be provided at the current federal mileage rate.

A motion was made by Powell to authorize the processing of payroll as presented for the Board of Review members completing required training. Seconded by Warren. All ayes. Motion carried.

Township Planning for 2022-23 Budget:

- Continued reviewed of Salary Schedule. Additional changes include Deputy Clerk and Deputy Treasurer to \$18.00 per hour. Increase Hall rental set up/tear down to \$50.00 per event. Custodian/Landscape to 16.00 per hour. Board of Review will increase to \$150.00 per full day. This will complete the salary schedule and the resolution will be included for the board at the budget adoption public hearing with an effective date of April 1, 2022.
- Capital Outlay: Total planned capital outlay is \$48,000. This includes cemetery survey, additional cemetery land purchase, hall update and repairs;
- Transfers out include \$50,000 to capital outlay, \$52,500 to Fire Dept., 77,500 to roads for a total of \$180,000;
- Funds in the amount of \$300,000 will be moved before the end of the year from the General Fund to the Revolving fund for special assessments.
- Updated budget worksheets will include the above times and Draft of the budget will be made available to the board by Wednesday, March 9, 2022 for final review.
- The final budget approval and public hearing will be held on Monday, March 28, 2022 at 3:00 p.m. Publication of this public hearing will be run in "The Reminder."
- A meeting will be scheduled in the near future to start exploring options for the use of ARPA funds.
- Road and Fire millage both need to on the August 2022 ballot. It was determined that we will only be asking for renewal with no increase to restore reduction by Headlee act. This information will need to be forwarded to our lawyer.

A motion was made by Warren to adjourn the meeting at 7:24 a.m. Seconded by Powell. All ayes. Motion carried.

Attested to by:
Barbara Earl, Supervisor



Sheri Babcock, Clerk