

GRAYLING CHARTER TOWNSHIP BOARD

SPECIAL MEETING

ADOPTION OF 2019-20 BUDGETS

MARCH 29, 2019

Members Present: Cindy Olson, Monica Ashton, JoAnn Michal, Duane Brooks, Lacey Stephan III, Claudia Selthoffer.

Members Absent: Dennis Long.

Others Present: Craig Kasmer (MDNR), Tara Premoe (DMVA), Col Ed Hallenbeck (DMVA), Doug Bourgeois (BCFD), Doug Baum, Heather Forbes, Chelsea Goodwin, Lisa Johnson (All City of Grayling), Diane Giska.

1. Supervisor Stephan called the meeting to order at 10:00 a.m.
2. The purpose of the meeting is to present for adoption the Grayling Charter Township General Fund, Township Improvement Fund and Liquor Law Enforcement Fund Budgets for the Fiscal Year 2019-20. Present for payment any claims that need to be paid prior to March 31, 2019, amend the 2018-19 Budgets and any other matters which may legally be brought before the Board. A Public Hearing regarding these Budgets was held on March 20, 2019.
3. After being briefed on the Hartwick Pines project by Craig Kasmer, MDNR, it was moved by Brooks and seconded by Selthoffer, to adopt resolution in support of submission of a grant application to the Michigan Natural Resources Trust Fund for re-design of the exhibit hall in the visitor center at Hartwick Pines State Park. Ayes, six; Nays, none; Absent, one. Motion carried. (See attachment "A")
4. Supervisor Stephan presented his 2019-20 Fiscal Year Summary Overview which is a part of these minutes as Attachment "B".
5. Supervisor Stephan presented a cover sheet with the proposed Budgets. There was discussion to ensure budget recommendations were in line with what was considered at Public Hearing on March 20, 2019. Elected Official and office staff wage adjustments for Grayling Charter Township were approved after being discussed at the Public Hearing March 20, 2019 Regular meeting.
6. Motion by Brooks, second by Olson, to resolve to adopt the 2019-20 Fiscal Year General Fund Budget with estimated Revenues of \$1,624,225.00 and estimated Expenses of \$1,624,225.00. Budget to be balanced at eh Dept/Activity level. Vote: Brooks, aye; Olson, aye; Ashton, aye; Michal, aye; Stephan, aye; Selthoffer, aye; Long, absent. Motion carried. (See Attachment "C").
7. Motion by Ashton, second by Brooks, to adopt the Grayling Charter Township Improvement Revolving Fund Fiscal Year 2019-20 Budget with anticipated Revenues of \$7,700.00 and no budgeted Expenses, at this time. Vote: Ashton, aye; Brooks, aye; Olson, aye; Stephan, aye; Michal, aye; Selthoffer, aye; Long, absent. Motion carried. (See attachment "D")
8. Motion by Olson, second by Brooks, to adopt the Fiscal Year 2019-20 Liquor Law Enforcement Fund Budget with anticipated Revenues of \$1,500.00 and Expenses of \$1,900.00. Expenses over Revenues to be expended from the Fund Balance. Increase inspection fee from \$20.00 to \$25.00 per inspection. (Budget based on six inspections per month X twelve months.) Vote: Olson, aye;

Brooks, aye; Ashton, aye; Stephan, aye; Michal, aye; Selthoffer, aye; Long, absent. Motion carried. (See attachment "E")

9. Motion by Ashton, second by Brooks, to adopt the General Appropriations Budget Act for Fiscal year 2019-10. Ayes, six; Nays, none; Absent, one. Motion carried. (See Attachment "F")
10. Motion by Ashton, second by Olson, to approve the Supervisor's Management Discussion and Analysis report for Fiscal Year 2017-18 as an addendum to the annual audit. Ayes, six; Nays, none; Absent, one. Motion carried. (See Attachment "G")
11. Motion by Brooks, second by Selthoffer, that whereas budgets were adopted by the Grayling Charter Township Board to govern the expenditure of anticipated revenues within the Township on March 29, 2018, for the next fiscal year of the Township, and whereas, as a result of unanticipated changes in revenues and expenditures, it is necessary to modify aforesaid budget, and whereas, such modification will still maintain a balanced budget, now, therefore be it resolved, that the aforesaid budget be hereby modified.

FUND/ACCT		INCREASE	DECREASE
101-253-712	TREASURER/FRINGE BEN	\$ 1,900	
101-276-801	CEMETERY/CONT. SERV	200	
101-448-926	STREET LIGHTS	1,400	
101-728-804	ECONOMIC DEVELOPMENT	36,100	
101-851-722	INSURANCE & BONDS	100	
101-101-956	CONTRIB/UNALLOCATED		\$ 5,000
101-228-VAR	COMPUTERS/TECH/DATA		20,000
101-171-VAR	SUPERVISOR/SALARY & FRINGE BEN		9,000
101-262-VAR	ELECTIONS/EQUIP & SUPPLIES		5,700
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TOTAL		\$ 39,700	\$ 39,700

VOTE: Brooks, aye; Selthoffer, aye; Ashton, aye; Michal, aye; Stephan, aye; Olson, aye; Long, absent. Motion carried. (See Attachment "H")

12. Motion by Ashton, second by Olson, that due to anticipated Revenues for Fiscal Year 2018-19 being more than actual Expenses by approximately \$75,000, that the 2018-19 General Fund Budget be amended to allow Transfer To The Improvement Fund of up to \$70,000 of excess Revenues. Vote: Ashton, aye; Olson, aye; Brooks, aye; Michal, aye; Selthoffer, aye; Stephan, aye; Long, absent. Motion carried.
13. Motion by Brooks, second by Olson, to approve payment of claims on vouchers 2217-2220 in the amount of \$1,331.12. Ayes, six; Nays, none; Absent, one. Motion carried.
14. The Board reviewed and discussed proposed one-year contract between Grayling City/Township Fire Department and the Department of Military and Veteran Affairs for fire-crash rescue protection at the Grayling Army Airfield and M.A.T.E.S. facility. Motion by Ashton, second by Brooks, to adopt a resolution authorizing the Grayling City Manager to submit proposed General Fire services contract to the State of Michigan DMVA on behalf of Grayling Charter Township. Vote: Brooks, aye; Olson, aye; Ashton, aye; Stephan, aye; Michal, aye; Selthoffer, aye; Long, absent. Motion carried. (See Attachment "I")

15. Motion to adjourn by Michal, carried at 11:45 a.m. Ayes, six; Nays, none; Absent, one.

Monica Ashton, C.M.C.  
Grayling Charter Township Clerk