

**Winterfield Township Special Board Meeting
June 7, 2023
Minutes**

The meeting was called to order at 2:00 pm by Supervisor Hammar. The Pledge of Allegiance was recited by those present.

Members Present: Mark Hammar, Supervisor; Bonnie Blackledge, Clerk; Linda Peterson, Treasurer; Fred Prielipp and Shelly Laughlin, Trustees

Members Absent: None

Others Present: Dave Bondie, Deputy Supervisor; Todd Flint, Zoning Administrator

Review of Agenda: Motion by Prielipp, second by Hammar, to accept the agenda as presented. Ayes-5, Nays-0. Motion carried.

Review Minutes May 9, 2023: Motion by Hammar, second by Laughlin, to approve the May 9 Meeting Minutes. Ayes-5, Nays-0. Motion carried.

Treasurer's Report: Peterson distributed the Treasurer's Report for June 7, 2023 with up-to-date balances for each account as of the end of May. The Metro Authority payment was just received and will be deposited into Road Repair #1. **Blackledge moved to accept the Treasurer's Report as written. Laughlin seconded. Ayes-5, Nays-0. Motion carried.**

Clerk's Report: Blackledge asked about the printing of the Master Plan and Zoning Ordinance. Wade Trim can do the Master Plan for \$35 a copy and the Zoning Ordinance for \$25 a copy. She reminded the Board Members that their pension payments are due and distributed John Hancock correspondence and Resolution 2023-3.

Approval of 2023-24 Meeting Dates: Blackledge prepared a list of Board and Planning Commission regular meeting dates. **Blackledge moved to approve the regular meeting dates for July 2023 through June 2024. Laughlin seconded. Ayes-5, Nays-0. Motion carried.** Blackledge will post these and put them on the website.

Review Township Expenditures: Hammar moved to approve the General Fund checks 5904 through 5927 (5916 through 5919 void), and the Transfer Station checks 2204 through 2205 as shown on the reports. **Second by Prielipp. Ayes-5, Nays-0. Motion carried.**

Public Comment: None

BUDGET DEVELOPMENT

Compensation and Fees: Hammar presented a compensation spreadsheet that has been used for several years and shows salary and wage history. A 3% wage increase is

proposed for this year. **Blackledge moved to approve the Winterfield Township Compensation and Fees as discussed. Prielipp seconded. Ayes-5, Nays-0. Motion carried.**

At this point Supervisor Hammar made some comments:

- He believes the Board Contact List should be updated ASAP. Blackledge said she will make this a priority.
- Hammar sent a letter to Dave Turner, Fire Chief, regarding Winterfield's support of the Marion Community Fire Department's application for the MI Fire Equipment Grant Program.
- He also shared a letter from the Clare County Treasurer regarding the first right of refusal for a foreclosed property.

Prielipp left the meeting at 3:20 pm.

General Fund Proposed Budget: The Board reviewed the draft proposed General Fund budget. These issues were discussed:

- This is a new format based on the switch to BS&A. Some numbers need to be modified to coincide with the required MI Uniform Chart of Accounts. Also, some line items need to be deleted since they are not used. Blackledge will look into this before the June 28th meeting.
- Postage was increased in the Treasurer category due to an expected increase on July 9th from 63 to 66 cents for first class stamps.
- Repairs and capital outlay in the Township Hall category will include the installation of handrails by the front steps as well as improvement to the stairs. Doorknobs will be replaced to meet code.
- The Marion Community Fire Department contract requires members to pay one half of their taxable value. We paid \$34,983.38 in 2022-23, and have budgeted \$37,000 for 23-24.
- Ten thousand was budgeted for the survey and fence at the new section of the cemetery. Lower cost options for fencing will be looked at.
- When looking at the Zoning Board of Appeals category, it was mentioned that Roger Mosher no longer wishes to be a member. New applications will need to be considered.
- Based on Board Discussion, minor adjustments to the budget will be made before the meeting on the 28th.

Transfer Station Proposed Budget: The current budget figures seem to be adequate for operations of the transfer station. Even with a 3% increase in wages, it does not appear the budget will have to be increased for next fiscal year.

Roads Proposed Budget:

- The special assessment budget needs to reflect 2 mills.

- The Metro Authority payment of \$5341.08 was recently received. The proposed budget of \$2510.00 will need to be amended to reflect that amount in the future.
- The amount in the road projects line will need to be amended to \$210,000 to reflect the work on Keehn, Cook, and Garfield roads.
- The Board discussed whether there was a way to brine Hemlock which is the dividing line between Winterfield and Summerfield townships.

Blackledge moved to accept the proposed budgets in General Fund, Transfer Station, and Roads to present for final approval at the special meeting at 2:00 pm on June 28th. Laughlin seconded. Ayes-4, Nays-0, Absent-1. Motion carried.

Adjournment: Motion by Blackledge, seconded by Hammar, to adjourn the meeting at 4:05 pm. Ayes-4, Nays-0, Absent-1. Motion carried.

Respectfully submitted,

Bonnie Blackledge, Winterfield Township Clerk