

Charter Township of Breitung
Board of Trustees
Special Meeting Minutes: BUDGET - VISION
Monday, November 6th, 2023, 5:00 pm

The meeting was called to order by Supervisor Olson at: 5:00 pm

Roll Call: Present: Supervisor Olson, Treasurer Taylor, Trustee Wales (remote), Trustee Rochon, Trustee Taff, Trustee Peterson **Absent:** Clerk Larson, excused.

Also Present: Superintendent Steve

Mulka Pledge to the Flag

Public Comment – None.

Approval of Agenda: **Motion** by: Trustee Taff, **seconded** by: Trustee Rochon to approve the November 6th, 2023, Special Meeting Agenda as presented. **Vote: Unanimous, Motion carried.**

Discussion Notes:

- The resolution for employee insurance premium contribution was discussed. Superintendent Mulka to verify the current contribution will be increased to 17.5% or 20% to determine the nature of the resolution for December's meeting.

Discussion Notes:

- The new accountant position was included in the Superintendent cost center on page 5 of the Draft Budget. There was also discussion of:
 - The percentages attributed to the Superintendent cost center that are currently distributed between the Utility Clerk, Deputy Clerk and Assessing Clerk for shared Administrative Assistant cost to the Superintendent.
 - Creating a Clerical III position for those with increased responsibilities, cross training and assisting in multiple departments in regular functions and administrative assistance.
- The Superintendent cost center was tabled until the personnel committee can meet and make recommendations.
- Directed to review transportation costs tied to rents paid to the Motor Pool fund to propose amounts to set rents to Motor Pool Fund for any departments that use the Equinox .
- Page 9 appropriations for the Treasurer's department was tabled

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- Requested Budget amounts were reviewed by the Board and the following line item amounts adjusted:

101-262.000-704.000-E2301	Wages : Elections 12,000	New amount \$143,990
101-301.000-713.000	Fringes: Ord Enf., Inc. 10,000	New amount \$ 10,000
101-336.000000-980.000	Future fire Truck, reduce 50,000	New amount \$100,000

Note: The first line above addressing line item 101-262.000-704.000-E2301 regarding the Elections cost center increase of \$12,000 was for \$1,000 per month paid to the Clerk, separate and in addition to the regular Clerk's Salary for elections related work.

Board Discretionary Time:

Adjournment: Motion by: Trustee Taff, **Seconded** by Treasurer Taylor to adjourn the 11/06/2023 Special Meeting. **Vote: Unanimous, motion carried.** Written notes were taken by Superintendent Mulka in Clerk Larson's absence.

The meeting was declared adjourned by Supervisor Olson at 6:00 p.m.

Respectfully Submitted by,

Reviewed and Approved by,

Steve Mulka
Township Superintendent

Denny Olson
Breitung Township Supervisor