

PIERSON TOWNSHIP
Budget Hearing Meeting Minutes ^Amended

21156 W. Cannonsville Rd, Pierson, MI 49339

Thursday, March 28, 2024

4:30 pm

A. Meeting

1. Call to order: 4:30 pm
2. Pledge of Allegiance
3. Roll Call Present: Buyze, Bergman, Burkholder, Orcutt Arrived: 4:35 pm Sower

B. Meeting Agenda

Motion: Orcutt Second: Bergman
Roll Call Yes: Buyze, Bergman, Burkholder, Orcutt Sower absent

C. Consent Agenda

Motion: Burkholder Second: Bergman
Roll Call Yes: Buyze, Bergman, Burkholder, Orcutt, Sower absent

D. Public Comments

E. Budget Discussion Budget:

1. Sub-Account JE 2492 to hold \$30,000 for Building & Grounds Maintenance.
Motion: Burkholder Second: Bergman
Roll Call Yes: Buyze, Bergman, Burkholder, Orcutt, Sower

2. Bergman to obtain bids for drain work for township/park parking area.
Motion: Burkholder Second: Sower
Roll Call Yes: Buyze, Bergman, Burkholder, Orcutt, Sower

3. Transfer \$60,000 from General Fund to Road Fund JE 2489 (\$25,000 future & \$35,000 for 2024-25 bids)
Motion: Burkholder Second: Bergman
Roll Call Yes: Buyze, Bergman, Burkholder, Orcutt, Sower

4. Approve 2024 bids for chloride \$30,327.50 and 40 hours of ditching (\$5K); ½ mile Kimball (\$31,858); ½ mile Maple Hill (\$31,858); Chip Seal Dagget Rd Curve (\$20,292); Chip Seal Dagget Rd/Stanton (\$21,740) (minus discounts).
Motion: Bergman Second: Sower
Roll Call Yes: Buyze, Bergman, Burkholder, Orcutt, Sower

5. Sub-Accounts JE2492 for Park Maintenance transfer \$6,900; Sign Maintenance \$2,000.
Motion: Burkholder Second: Orcutt
Roll Call Yes: Buyze, Bergman, Burkholder, Orcutt, Sower

6. Year End Budget Amendments JE 2490 for General Fund.
Motion: Burkholder Second: Orcutt
Roll Call Yes: Buyze, Bergman, Burkholder, Orcutt, Sower

PIERSON TOWNSHIP
 JOURNAL ENTRY
 JE: 2490

Post Date: 03/28/2024
 Entry Date: 03/28/2024

Entered By: CLERK
 Journal: BA

Description: YEAR END BUDGET AMENDMENTS GEN
 MOTION TO APPROVE YEAR END BUDGET AMENDMENTS GEN
 FUND
 MOTION: BURKHOLDER
 SECOND ORCUTT
 YES; BUYZE, BERGMAN, BURKHOLDER, ORCUTT, SOWER

GL #	Description	Increase/(Decrease)
101-000-402.000	PROPERTY TAX REVENUE	1,171.92
101-000-405.000	OVER/SHORT TAX	1.67
101-000-411.000	DLQ TAX FROM COUNTY	2,885.73
101-000-445.000	PENALTIES/INTEREST ON TAXES	3,034.41
101-000-447.000	ADMIN FEE	1,846.87
101-000-490.000	ZONING PERMITS	1,170.00
101-000-574.000	STATE SHARED REVENUE	7,943.00
101-000-602.000	CHARGES FOR SERVICES	3.00
101-000-607.000	CEMETERY REVENUE	450.00
101-000-613.000	LAND DIVISION	170.00
101-000-665.000	INTEREST EARNED	486.87
101-000-667.000	TOWNSHIP HALL RENTAL	1,117.50
101-000-699.000	TRANSFER RECEIVING FUND	491.75
101-000-995.000	TRANSFER OUT TO RD FUND FUTURE PROJECTS	35,000.00
101-000-999.000	TRANSFERS OUT	10.13
101-101-703.000	WAGES	(540.00)
101-101-715.000	SOCIAL SECURITY/MEDICARE TAX	(32.59)
101-101-727.000	SUPPLIES TOWNSHIP BOARD	25.00
101-101-822.000	TWP. COMPUTER/SERVER MAINTENANC	(646.00)
101-101-860.000	MILEAGE	34.17
101-101-900.000	NEWSLETTER/PUBLISHING TWP	38.45
101-101-958.000	TOWNSHIP BOARD DUES	50.00
101-101-964.000	HALL RENTAL DEPOSIT REFUND	100.00
101-171-703.008	NON STATUTORY HOURLY WAGES	0.04
101-171-715.000	SOCIAL SECURITY/MEDICARE TAX	4.26
101-215-712.000	DEPUTY CLERK WAGES	(689.25)
101-215-715.000	SOCIAL SECURITY/MEDICARE TAX	(107.00)
101-215-810.001	COMP./PRINTER/SOFTWARE SUPPORT	650.00
101-215-860.000	MILEAGE	100.00
101-247-703.000	BOR WAGES	(54.95)
101-247-715.000	SOCIAL SECURITY/MEDICARE TAX	(4.00)
101-247-960.004	BOR TRAINING/SEMINARS	(100.00)
101-253-703.001	NON STATUTORY TREAS HOURLY WAGES	(1,159.92)
101-253-712.000	DEPUTY TREASURER WAGES	8.50
101-253-715.000	SOCIAL SECURITY/MEDICARE TAX	300.00
101-253-727.000	SUPPLIES TREASURER	(800.00)
101-257-715.000	SOCIAL SECURITY/MEDICARE TAX	100.00
101-257-812.000	COMPUTER SUPPORT ASSESSOR	(55.00)
101-257-860.000	MILEAGE ASSESSOR	(20.00)
101-262-703.000	ELECTION WAGES	(2,950.00)
101-262-712.000	DEPUTY/CLERK ELECTION WAGES	(1,167.40)
101-262-715.000	SOCIAL SECURITY/MEDICARE TAX	(395.00)
101-262-727.000	SUPPLIES ELECTIONS	420.00
101-262-900.000	ELECTION POSTAGE	(2,000.00)
101-262-956.002	ELECTION MISCELLANEOUS	(5,000.00)
101-265-704.000	TOWNSHIP HALL WAGES	25.00
101-265-727.000	SUPPLIES BUILDING/GROUNDS	(50.00)
101-265-831.000	TOWNSHIP HALL CLEANING	(160.00)
101-265-921.000	TOWNSHIP HALL ELECTRIC	276.00
101-265-925.000	PHONE & INTERNET	(159.96)
101-271-956.000	TOWNSHIP MISCELLANEOUS EXP	(200.00)
101-446-702.000	ROAD COMMITTEE WAGES	(160.00)
101-446-715.000	SOCIAL SECURITY/MEDICARE TAX	(11.20)
101-448-920.000	STREET LIGHTS	19.08
101-567-704.000	CEMETERY HOURLY	35.75
101-567-715.000	SOCIAL SECURITY/MEDICARE TAX	9.70
101-567-860.000	MILEAGE	64.98
101-567-960.004	TRAINING/SEMINARS	134.50
101-701-900.000	PUBLISHING	794.55
101-702-703.008	NON STATUTORY CLERICAL WAGES	(68.00)
101-702-715.000	SOCIAL SECURITY/MEDICARE TAX	121.35
101-703-727.000	COMMUNITY & ECON SUPPLIES	4.30
101-751-715.000	SOCIAL SECURITY/MEDICARE TAX	(19.00)
101-751-727.000	SUPPLIES PARK AND REC	(59.20)
101-751-930.000	P&R GROUNDS MAINTENANCE	(971.68)

Revenue Change:	20,772.72
Expenditure Change:	20,745.61
Budgeted Change To Fund Balance:	27.11

APPROVED BY: _____
Pierston Township meetings are being recorded.

7. Year End Budget Amendments JE 2491 for Other Funds (see attached).
 Motion: Burkholder Second: Orcutt
 Roll Call Yes: Buyze, Bergman, Burkholder, Orcutt, Sower

PIERSON TOWNSHIP
 JOURNAL ENTRY
 JE: 2491

Post Date: 03/28/2024
 Entry Date: 03/28/2024

Entered By: CLERK
 Journal: BA

Description: BA YEAR END OTHER FUNDS
 MOTION TO APPROVE YEAR END BUDGET AMENDMENTS GEN
 FUND
 MOTION: BURKHOLDER
 SECOND ORCUTT
 YES; BUYZE, BERGMAN, BURKHOLDER, ORCUTT, SOWER

GL #	Description	Increase/ (Decrease)
208-000-674.000	CONTRIBUTIONS AND DONATIONS	33.67
208-751-972.000	PARK IMPROVEMENTS	(9,798.32)
216-000-573.000	LOCAL COMM STABILIZATION SHARE	(4,144.09)
216-000-665.000	INTEREST EARNED	(1,549.59)
216-000-674.000	CONTRIBUTIONS AND DONATIONS ROADS	35,000.00
216-000-699.000	TRANSFER IN TO ROADS OR FUTURE	(130,320.32)
216-446-822.001	LABOR & MATERIALS	(10,928.41)
590-000-634.004	O&M	(30,619.03)
590-000-665.000	INTEREST INCOME	4,614.91
590-536-752.000	SUPPLIES	(575.00)
590-536-816.000	CONTRACT SERVICES	(5,750.86)
590-536-836.001	WELL MONITORING	400.00
590-536-851.000	POSTAGE	9.00
590-536-861.000	MILEAGE/TRAVEL	(78.88)
590-536-920.000	UTILITES/ELECTRIC	(51.97)
592-000-451.000	SPECIAL ASSESSMENT PAYOFFS/REVENUE	(8,188.75)
592-000-634.004	O&M	(28,266.73)
592-000-634.006	CONNECTION FEES	22,825.78
592-000-634.007	DEBT SERVICE FEES	(35,420.10)
592-000-665.000	INTEREST INCOME	(8.00)
592-000-665.003	INTEREST DEBT SERVICE	36.14
592-536-752.000	SUPPLIES	(925.00)
592-536-816.000	CONTRACT SERVICES	(1,000.00)
592-536-836.001	WELL MONITORING	200.00
592-536-850.000	PHONE/NOTIFICATION SYSTEM	(5.00)
592-536-851.000	POSTAGE	(50.00)
592-536-861.000	MILEAGE/TRAVEL	(83.42)
592-536-920.000	UTILITIES/ELECTRIC	326.00
592-536-931.000	EQUIPMENT REPAIR	(2,500.00)
592-906-993.000	INTEREST ON DEBT/ISSUANCE	(1,072.50)
844-000-452.000	BWL WEED CONTROL ASSESSMENTS	(868.00)
844-570-960.004	CONFERENCE/TRAINING COSTS	(250.00)
845-000-452.000	LWL WEED CONTROL ASSESSMENTS	(263.05)
845-000-665.000	INTEREST EARNED LWL	(19.48)
	Revenue Change:	(177,156.64)
	Expenditure Change:	(32,134.36)
	Budgeted Change To Fund Balance:	(145,022.28)

APPROVED BY: _____

8. Hourly Staff wages for non-elected officials to be \$17.51 per hour; Cemetery Salary to be \$1,751 with hourly; Zoning Administrator salary to be \$15,912 and Assessor salary to be \$37,492 for 2024-25 budget.

Motion: Burkholder Second: Bergman
 Roll Call Yes: Buyze, Bergman, Burkholder, Orcutt, Sower

9. Clerk Non-Statutory Sewer Salary to be \$3,000; Treasurer’s office Non-Statutory Sewer Salary to be \$3,000; and Supervisor Non-Statutory Sewer Salary to be \$545 annually.

Motion: Burkholder Second: Orcutt
 Roll Call Yes: Buyze, Bergman, Burkholder, Orcutt, Sower

10. Clerk Non-Statutory Salary for Website and Social communications to be \$ 200 ~~annually~~ ^monthly and Tax preparations yearly \$125 and additional duties due to Proposals 18-3 and 22-2 \$1,700 per election.

Motion: Orcutt Second: Bergman
Roll Call Yes: Buyze, Bergman, Burkholder, Orcutt, Sower

11. Text.my Gov – not at this time.

12. Community & Economic Growth Community Promotion allowance of \$200 Farmers Market and \$500 for Park Opening & Community Picnic in 2024-25 budget.

Motion: Burkholder Second: Orcutt
Roll Call Yes: Buyze, Bergman, Burkholder, Orcutt, Sower

F. Close Regular Meeting & Open Public Hearing at 5:50 pm

Motion: Burkholder Second: Orcutt
Roll Call Yes: Buyze, Bergman, Burkholder, Orcutt, Sower

1. Resolution 2024-03 Supervisor Salary for 2024-25 to be \$22,015.26.

2. Resolution 2024-04 Treasurer Salary for 2024-25 to be \$25,008.67.

3. Resolution 2024-05 Clerk Salary for 2024-25 to be \$26,038.67.

4. Resolution 2024-06 Trustee’s Salary for 2024-25 to be \$5,945.55 with \$40 per diem (\$2,972.78 each).

Motion: Sower Second: Orcutt
Roll Call Yes: Buyze, Bergman, Burkholder, Orcutt, Sower

G. Close Public Hearing & return to regular meeting Time: 5:52 pm

Motion: Sower Second: Burkholder
Roll Call Yes: Buyze, Bergman, Burkholder, Orcutt, Sower

H. Approve 2024-25 Budget and Resolution 2024-07 General Appropriations Act.

Motion: Burkholder Second: Orcutt
Roll Call Yes: Buyze, Bergman, Burkholder, Orcutt, Sower

I. Other Fund Budgets for 2024-25.

Motion: Burkholder Second: Bergman
Roll Call Yes: Buyze, Bergman, Burkholder, Orcutt, Sower

J. Public Comments

K. Adjournment: 6:16 pm

Motion: Sower Second: Bergman
Roll Call Yes: Buyze, Bergman, Burkholder, Orcutt, Sower