

**MINUTES SILVER CREEK TOWNSHIP  
SPECIAL BOARD MEETING HELD ON FEBRUARY 24, 2018  
BUDGET WORKSHOP**

The Special meeting was called to order by Supervisor Bill Saunders at 10AM on Saturday, February 24, 2018.

MEMBERS PRESENT: Supervisor Bill Saunders, Treasurer Maureen Kuriata, Clerk Barbara Runyon, Trustee Mike Glynn and Trustee Bill Zuhl.

ABSENT: None.

**APPROVAL OF AGENDA**

Trustee Glynn moved, seconded by Trustee Zuhl, to approve the Agenda. Motion carried by voice vote.

**PUBLIC COMMENT**

There no one from the public present.

**BUDGET WORKSHOP  
GENERAL FUND**

The 2018/19 Proposed General Fund Budget was presented by Clerk Runyon; revenue and expenditures were reviewed and discussed by the Board. Questions and comments followed.

Clerk Runyon reported that taxable value increased with the current millage rate of 0.6963 and the budget has been calculated at that rate, although due to the Headlee Rollback, it may be amended once the state determines actual the rate usually by June.

Rental income will be increased due to increasing rent expense for the building department, public safety and SLAUA. Discussion held.

Administrative & Clerical Services for weed control districts remain at \$500 for each district, with the weed control districts reimbursing \$250 for audit, annual publication expense and assessor program.

Clerk Runyon noted that there will be one special election this year in May which the township will be reimbursed for.

A 2 percent salary increase was discussed for elected officials, building/zoning administrator and assessor. Trustee Glynn noted that public sector employees seem to be the only ones who get increases. Clerk Runyon requested an increase for election workers from \$12.00 to \$12.50 with the chairperson making an additional \$30 per day from \$25 per day. An increase from \$75 to \$80 per township hall cleaning for our cleaning lady who comes twice a month was also discussed. No objections were made.

Discussion was held as to whether to hold another township Shred Day costing approximately \$1,000. Due to the low turnout at the first Shred Day, it was decided not to go forward with another.

A discussion was held on increasing the budget for township Trash Days was held. Trustee Glynn would like to see it privatized rather than the township being responsible. Further discussion was held and decided to go forward with Trash Days as we normally do with an increase in the budget.

Clerk Runyon noted an increase in election expenses due to a primary and general election being held this year. She also included an additional \$1,000 in the budget for a new electronic poll book laptop for the election due to the other one breaking.

Discussion was held as to attorney fees, tax tribunal defense, planning and zoning attorney fees due to Attorney Magyar retiring and new counsel being hired. Trustee Zuhl recommended changing planning commission legal to \$2,000 and ZBA Legal to \$3,000. Board members concurred.

Supervisor Saunders reported on the road contracts, indicating he was having difficulty obtaining a price from the road commission. A lengthy discussion was held. Supervisor Saunders felt confident with a budget estimate of \$276,000.00 for road contracts, and hopes to receive a price from the road commission within the next week.

Clerk Runyon questioned whether the planning commission secretary and ZBA secretary should receive \$75 per meeting since the recording secretary is preparing the minutes and the chairperson the agendas. Discussion was held. It was decided that the planning commission secretary receive \$55 per meeting. The Zoning Board of Appeals Secretary has held that position for several years and it would not be fair to decrease her meeting expense. She will continue to receive \$75 per meeting. If and when she is replaced, the new ZBA secretary will receive \$55 per meeting.

Clerk Runyon anticipates a \$76,000.00 budget surplus this budget year, and estimates a year-end General Fund balance is approximately \$1,068,155.00. The 2018/19 budget shows a deficit of \$115,088.43 which will be taken out of the fund balance.

### **PUBLIC IMPROVEMENT FUND**

Clerk Runyon presented the proposed Public Improvement Budget of \$5,000 in expenditures. The budget included installation of two automatic doors at \$2,000 per door and an additional \$1,000 for electrical power. Discussion was held with no objections.

### **INDIAN LAKE SEWER FUND**

Treasurer Kuriata presented the proposed Indian Lake Sewer Budget. She noted the SAW Grant income and expenses. She indicated that it is a five-year grant and is in its third or fourth year. She also noted that Maintenance/Repair will decrease. The work being done through the SAW Grant is helping with repairs. She noted an increase in Miss Dig expense.

**PARKS AND RECREATION FUND**

Clerk Runyon presented the proposed Parks and Recreation Fund Budget. Clerk Runyon reported that she had been advised of a possible change in park mowing but was not able to confirm. She suggested keeping maintenance expense for mowing at \$2,000 with \$5,000 in contingencies that could be used if needed. No major projects had been reported.

**BUILDING DEPARTMENT FUND**

Clerk Runyon presented the Building Department Budget. A lengthy discussion was held as to new BS&A software for the building department and for field inspections. Clerk Runyon noted that the building department had an estimated year-end fund balance of \$34,324.44 and that the fund balance would offset the cost of the program. She also noted that a new computer would be purchased. Discussion was held with no objections.

**PUBLIC SAFETY FUND**

Clerk Runyon presented the Public Safety Fund Budget noting that estimates for revenue for next year is up slightly, with fire departments receiving \$75,000 annually. Discussion was also held regarding increasing wages. It was decided that Patrolmen would increase to \$18.00 per hour and Chief \$19.00.

**WEED CONTROL BUDGETS**

Clerk Runyon provided the Magician Lake, Indian Lake and Dewey Lake Weed Control Budgets as provided by the lake associations. She reported that the auditor recommended that the board approve the special assessment district budgets when approving the township budgets. Discussion was held.

**PUBLIC COMMENT**

No one was present from the public.

**OTHER BUSINESS**

None.

**ADJOURNMENT**

The meeting was adjourned at 12:25 p.m. by the call of the Supervisor.

Date: February 27, 2018

Barbara Runyon, Clerk

To be approved: March 14, 2018