

**Jonesfield Township Annual Budget Public Hearing
& Board Meeting Minutes
March 18, 2019**

Supervisor Larry Tibbits called the Annual Budget Public Hearing to order at 6:00 p.m. with the pledge of allegiance to the flag.

PRESENT: Tibbits, Nock, Buckley, Parker, Stanley

ABSENT: None

GUESTS: Ryan Stockford – Saginaw County Deputy, Jim Gray – Zoning Administer and Mark Gath – Police Board Member

PERMITS: Mechanical Permit 2-19-J Troxell (Answer Heating)

- I. Pledge of Allegiance
- II. Public Comments- None
- III. Public Hearing for 2019 – 2020 Jonesfield Township Budget
 - a) Public Comment Related to Proposed Budget - None
 - b) Budget Discussion and Budget Adjustments to add Presidential Primary Election; to delete St. Charles Health Center and other minor adjustments – Clerk Stanley explained the minor adjustments made to the proposed budget since the budget workshop regarding the closing of the St Charles Health Center, so this line item can be removed. Clerk Stanley was also notified by the Saginaw County Clerks office that there will be a Presidential Primary in March 2020, so the election line items also needed to be adjusted. Full proposed budget was reviewed by board members.
 - c) Conclude Public Hearing – motion was made by Supervisor Tibbits to accept proposed budget. Second by Treasurer Parker. Carried.
- IV. Call to Order of the Jonesfield Township Regular Board Meeting – Supervisor Tibbits called the Regular Board Meeting to order at 6:22 pm.
- V. Additions to Agenda – None.

- VI. Approval of minutes from the February 18, 2019 Board Meeting – Motion made by Treasurer Parker to accept the minutes as presented. Second by Trustee Nock. Carried.
- VII. Reports:
- a) Treasurer – General Fund balance - \$25,442.55, Trash Fund Balance - \$31,110.20, Police Fund Balance – \$14,317.29 and Water Fund Balance - \$121,140.05.
 - b) Police – Deputy Stockford reported that Lt Gomez is now the new Undersheriff for Saginaw County and that Lt Kolb has taken Gomez’s position. He also reported that cameras have now been installed in all police cars.
- VIII. Reports from Commission/Boards/Committees: Planning Commission, Police Board, Waste Authority, Saga (GIS), Municipal Water
- a) *Planning Commission* – PC Secretary Nock reported that the next meeting is scheduled for April 9, 2019.
 - b) *Police Board* – Supervisor Tibbits reported that there was a meeting held before the budget meeting on March 18, 2019 between the Police Board and the Village of Merrill. It has been decided to contact Richland Township to schedule a meeting to see if there is interest from that township to start also covering Jonesfield Township and the Village – and what the cost would be. It was also determined that a letter to the Saginaw County Sheriff’s office should be composed regarding upcoming contract renewal and possible new terms to the contract.
 - c) *Waste Authority* – None.
 - d) *Saga (GIS)* – None.
 - e) *Municipal Water* – None.
 - f) *Zoning* – Jim Gray reported on his current zoning violation contacts made in Jonesfield Township and presented the board with a report listing these contacts along with copies of the letters recently mailed to certain township residents with violations. Jim also reported that there are three additional trainings that he will be attending.
- IX. Information Items: None
- a) March Board of Review Results – the board received three poverty exemption requests and all three were approved. There was one disabled veteran request to be exempted and this was also approved. There was a total of six property tax requested appeals by township residents. Three received warranted adjustments.
 - b) 2018 – 2019 Budget Year in Review and Year End Balances – Clerk Stanley presented the fiscal year end Budget vs Actual Report with the ending numbers

for this fiscal year end. These totals still do not include the collection of tax monies due to the township. Treasurer Parker has not met with the County Treasurers office to settle closing this year's final tax collection. Clerk Stanley also presented a list of the necessary line item adjustments that are needed to correct the deficit line items that we have.

1) Adjustment recommendations:

Move \$3,250 from Drain at Large to Total Treasurer

Move \$500.00 from Drain at Large to Total Election

Move \$250.00 from Drain at Large to Total Assessor

Move \$4,500.00 from Parks and Rec to Total Building & Grounds

Move \$1,600.00 from Road Maintenance to Building & Grounds

Move \$2,200.00 from Road Maintenance to Total Clerk

Move \$100.00 from Road Maintenance to Total Board of Review

Move \$20.00 from Road Maintenance to Total Assessor.

Discussion was held with the board members. Trustee Buckley made a motion to approve the recommended adjustments and final year end budget. Second by Treasurer Parker. Carried.

- c) May 7 Election Report – Clerk Stanley reported the informational letter to the township registered voters has been mailed. The Absentee Ballot applications have been mailed to the voters on the permanent absentee voter list as well. Clerk Stanley has been informed by the County Clerk's office that our ballots have been ordered. No confirmation on a delivery date of the ballots. The County Clerks office is currently working on the programming of the memory cards for the election tabulator. (Update: Both are now available.)

X. Discussion/Action Items:

- a) Compensation Resolutions: Supervisor Tibbits presented Salary Resolutions for the Clerk, Treasurer, Board of Review Members, Planning Commission Chair, Planning Commission Members and the Zoning Administer/Zoning Enforcement Officer based on the discussion held at the Budget Workshop Meeting.

Motion made by Trustee Buckley to accept the resolution for the clerk salary. Second by Trustee Nock. Roll Call Vote: Ayes: Tibbits, Parker, Nock and Buckley. Nays: None. Clerk Stanley abstained from vote.

Motion made by Trustee Buckley to accept the presented Treasurer Salary Resolution. Second by Supervisor Tibbits. Roll Call Vote - Ayes: Tibbits, Nock, Buckley and Stanley. Nays - None. Treasurer Parker abstained from vote.

Motion made by Clerk Stanley to accept presented Paid Position Salary Resolution. Second by Treasurer Parker. Roll Call Vote – Ayes: Tibbits, Nock, Buckley, Parker and Stanley. Nays – None.

- b) Legal Representation Discussion - Supervisor Tibbits presented the board with two proposed legal counsel possibilities. The board discussed their options and there was a motion made by Treasurer Parker to engage both legal firms – one for more of the daily business, Gary Campbell, Dust & Campbell PC and the other, Fahey Schultz Burzych Rhodes for more complex issues. Motion seconded by Trustee Nock. Carried.
- c) Roundtable for the good of the Township – Trustee Buckley asked if there was any update of the progress made on the Chapin Road Bridge project. Supervisor Tibbits stated that there have been personnel changes at the road commission that may possibly delay the project. Possible completion by June 2019.

XI. Action Items:

- a) Motion to Approve 2019 – 2020 Budget – Motion made by Treasurer Parker to approve the presented proposed 2019/2020 Budget. Second by Trustee Nock. Carried.
- b) Motion to Pay Bills – General Fund - \$9,163.23, Police Fund - \$767.61, and Trash Fund - \$4,102.05. Total amount = \$14,032.89. Motion made by Treasurer Parker to pay bills. Second by Supervisor Tibbits. Carried.

XII. Extended Public Comment – Mark Gath asked about the newly approved Marijuana Ordinance and inquired as to why this ordinance did not go through the Planning Commission. It was explained that the Marijuana Ordinance is a policing type ordinance and does not go through Planning Commission.

XIII. Next Meeting: Monday, April 15, 2019 @ 6:00 p.m.

Motion made by Supervisor Tibbits to adjourn meeting at 7:48 p.m. Second by Clerk Stanley. Carried.

Signed,

Marcia J. Stanley
Jonesfield Township Clerk