

**JUNE 29, 2021 – SPECIAL MEETING
FISCAL YEAR 2021-2022 BUDGET
ROSE TOWNSHIP BOARD OF TRUSTEES**

DATE: Tuesday, June 29, 2021
TIME: 7:00 p.m.
PLACE: Virtual – gotomeeting.com
Gotomeeting.com administrator: Supervisor Scheib-Snider

PRESENT: Paul Gambka, Treasurer: Highland, MI Patricia Walls, Trustee: Rose Twp., MI
Debbie Miller, Clerk: Rose Twp., MI Dianne Scheib-Snider, Supervisor: Rose Twp., MI
Glen Noble, Trustee: Rose Twp., MI (Caller 03)

OTHER (S) PRESENT: Renee Kraft, Recording Secretary

OTHERS: Linda Watson-Call Frank Dziadosz Linda Dagenhardt
B Dawson Caller 01 Caller 02

CALL TO ORDER: Supervisor Scheib-Snider called the meeting to order at 7:02 p.m.

PLEDGE OF ALLEGIANCE: None

1. Approval of Agenda:

A. Approve the Regular Agenda: Motion by Clerk Miller to approve the agenda. Seconded by Trustee Noble.

VOTE: **YES:** Miller, Noble, Walls, Gambka, Scheib-Snider
 NO: None

2. Brief Public Comments – On Agenda items under New Business only: (limit comments to 3 minutes):
None

3. Public Hearing: Proposed Rose Township Budget, FY 2022 covering estimated revenues and proposed expenditures and 2021 property tax millage rate proposed to be levied to support the proposed budget

A. Open Public Hearing: 7:05pm

Frank Dziadosz: Questions where the Agenda Packet can be found.

Linda Dagenhardt: Questions where grant income (101-000-590-000) came from. Supervisor Scheib-Snider responds it was CARES ACT money from last year. Reminds Treasurer Gambka the Perpetual Fund is still not shown separately and she would like a report on it from 2016-2020. Treasurer Gambka stated he will do a summary on that. States Supervisor Scheib-Snider didn't increase her insurance enough. States the stipends should be half the amount for people not receiving insurance.

Gisela Lendle-King: Requests a line item in the budget for invasive species. Supervisor Scheib-Snider stated funds can't be used for private property but could possibly look into it becoming an

ordinance. Questioned if stimulus money can be used for it and asked if stimulus money is reflected in budget. Supervisor responds she is still investigating where the money can be used.

B. Close Public Hearing: 7:15pm

4. New Business:

A. Proposed Millage Rate FY 2021:

Trustee Walls questioned if we will have to have the Fire millages on the November ballot to renew them? Treasurer Gambka states no, that we will collect the money December 1, 2021 and we just have to have the millage in place before the due date of December 1, 2022.

Motion by Trustee Noble to adopt the 2021 tax rate request as approved by the County on DOT form millage rate for Township operations; allocated at 0.9645, voted for Fire at 1.2995 and voted for Fire at 0.7173. (Noting that the two fire millages expire 12/31/2021). Seconded by Treasurer Gambka.

VOTE: YES: Walls, Gambka, Miller, Noble, Scheib-Snider
NO: None

B. Proposed Budget FY 2022:

Motion to accept the Revenues of \$1,239,860 by Trustee Noble. Seconded by Trustee Walls.

VOTE: YES: Gambka, Miller, Noble, Walls, Scheib-Snider
NO: None

Motion to accept Dept 101 – Trustees, as presented at \$18,946, by Trustee Noble. Seconded by Trustee Walls.

VOTE: YES: Miller, Noble, Walls, Gambka, Scheib-Snider
NO: None

Motion to accept Dept 171 – Supervisor, as presented at \$103,491, by Trustee Noble. Seconded by Treasurer Gambka.

VOTE: YES: Noble, Walls, Gambka, Miller, Scheib-Snider
NO: None

Motion to accept Dept 191 – Elections, as presented at \$81,578, by Supervisor Scheib-Snider. Seconded by Clerk Miller.

VOTE: YES: Walls, Gambka, Miller, Noble, Scheib-Snider
NO: None

Motion to accept Dept 209 – Assessor, as presented at \$53,882, by Trustee Noble. Seconded by Treasurer Gambka.

VOTE: **YES:** Gambka, Miller, Noble, Walls, Scheib-Snider
 NO: None

Motion to accept Dept 215 – Clerk, as presented at \$142,929, by Supervisor Scheib-Snider. Seconded by Trustee Noble.

Discussion on Contractual Services (Recording Secretary) 101-215-801-000. Supervisor Scheib-Snider suggested we revisit that and change the name.

VOTE: **YES:** Miller, Noble, Gambka, Scheib-Snider
 NO: Walls

Motion to accept Dept 247 – Board of Review, as presented at \$1,938, by Trustee Noble. Seconded by Clerk Miller.

VOTE: **YES:** Noble, Walls, Gambka, Miller, Scheib-Snider
 NO: None

Motion to accept Dept 253 – Treasurer, as presented at \$134,264, by Trustee Noble. Seconded by Clerk Miller.

VOTE: **YES:** Walls, Gambka, Miller, Noble, Scheib-Snider
 NO: None

Motion to accept Dept 265 – Building and Grounds, as presented at \$69,058, by Trustee Walls. Seconded by Trustee Noble.

VOTE: **YES:** Gambka, Miller, Noble, Walls, Scheib-Snider
 NO: None

Motion to accept Dept 289 – General Services, as presented at \$267,010, by Trustee Noble. Seconded by Clerk Miller.

Trustee Noble suggested discussing specifics with accountant and see if the numbers can be sub-divided better. Discussion on specific line items. 101-289-805-000 should read Professional services (remove Architects).

VOTE: **YES:** Miller, Noble, Walls, Gambka, Scheib-Snider
 NO: None

Motion to accept Dept 290 – Transfers to Other Funds, as presented at \$190,917, by Clerk Miller. Seconded by Trustee Noble.

VOTE: **YES:** Noble, Walls, Gambka, Miller, Scheib-Snider
 NO: None

Motion to accept Dept 301 – Ordinance Enforcement, as presented at \$50,796, by Trustee Noble. Seconded by Trustee Walls.

VOTE: **YES:** Noble, Walls, Gambka, Miller, Scheib-Snider
 NO: None

Motion to accept Dept 400 – Planning and Zoning, as presented at \$29,713, by Trustee Walls. Seconded by Trustee Noble.

VOTE: **YES:** Walls, Gambka, Miller, Noble, Scheib-Snider
 NO: None

Motion to accept Dept 410 – Zoning Board of Appeals, as presented at \$969, by Trustee Walls. Seconded by Treasurer Gambka.

VOTE: **YES:** Gambka, Miller, Noble, Walls, Scheib-Snider
 NO: None

Motion to accept Dept 463 – Public Works, as presented at \$154,545, by Trustee Noble. Seconded by Trustee Walls.

Supervisor discussed road gravel – suggested asking them (Road Commission) if they would do an approach out of maintenance, which is cheaper than having their engineer do the approach.

VOTE: **YES:** Miller, Noble, Walls, Gambka, Scheib-Snider
 NO: None

Motion to accept Dept 660 – Citizen Services, as presented at \$10,000, by Trustee Walls. Seconded by Clerk Miller.

VOTE: **YES:** Noble, Walls, Gambka, Miller, Scheib-Snider
 NO: None

Motion to accept Dept 751 – Parks and Recreation, as presented at \$56,500, by Trustee Noble. Seconded by Trustee Walls.

VOTE: **YES:** Walls, Gambka, Miller, Noble, Scheib-Snider
 NO: None

Motion to accept Dept 790 – Contractual Services, as presented at \$6,610, by Trustee Walls. Seconded by Clerk Miller.

VOTE: **YES:** Gambka, Miller, Noble, Walls, Scheib-Snider
 NO: None

Motion to accept Dept 999 – Emergency Management, as presented at \$5,000, by Trustee Noble.
Seconded by Trustee Walls.

Supervisor Scheib-Snyder would like to earmark this if not spent and add to it. She would also like to see a policy on this line item.

VOTE: **YES:** Miller, Noble, Walls, Gambka, Scheib-Snyder
 NO: None

Motion to accept Total Appropriations, as presented at \$1,378,146, by Trustee Noble. Seconded by Clerk Miller.

VOTE: **YES:** Noble, Walls, Gambka, Miller, Scheib-Snyder
 NO: None

Motion to approve the amount of money as published, for the Special Assessment Districts (SAD), Appomattox Drive maintenance, Big Trail Maintenance, Williams Drive maintenance, Fish Lake Weed Control, Lake Braemer, Tipsico Lake, and Street Lighting and Ottieway Drive Maintenance for their amount as published, all of them are balancing the amount of revenue and expenses, by Trustee Noble. Seconded by Trustee Walls.

Eveline Drive Maintenance Fund {the motion does not have Eveline drive in it},

VOTE: **YES:** Walls, Gambka, Miller, Noble, Scheib-Snyder
 NO: None

Motion to accept Fund 206 - Fire, for revenues as presented at \$765,612 and appropriations at \$849,926 by Trustee Noble. Seconded by Walls.

Trustee Noble noted that it is in a deficit mode due to questionable operations of the Fire Authority. This is one of the fund accounts that we are going in the hole on and requires changes to our total township fund balance.

VOTE: **YES:** Gambka, Miller, Noble, Walls, Scheib-Snyder
 NO: None

Motion to accept Fund 209 - Cemetery, as presented for revenues as presented at \$58,000 and appropriations at \$58,000 by Clerk Miller. Seconded by Trustee Noble.

VOTE: **YES:** Miller, Noble, Walls, Gambka, Scheib-Snyder
 NO: None

Motion to accept Fund 245 – CDBG as presented for revenues as presented at \$9,500 and appropriations at \$9,500 by Trustee Walls. Seconded by Treasurer Gambka.

VOTE: **YES:** Noble, Walls, Gambka, Miller, Scheib-Snyder
 NO: None

Motion to accept Fund 249 – Building Inspection Fund as presented for revenues as presented at \$71,400 and appropriations at \$53,500 by Trustee Walls. Seconded by Treasurer Gambka.

VOTE: **YES:** Walls, Gambka, Miller, Noble, Scheib-Snider
 NO: None

Motion to accept Fund 255 – PEG Fund as presented for revenues as presented at \$32,307 and appropriations at \$40,500 by Trustee Walls. Seconded by Treasurer Gambka.

VOTE: **YES:** Gambka, Miller, Noble, Walls, Scheib-Snider
 NO: None

Motion to accept Fund 402 – Infrastructure Fund as presented for revenues as presented at \$15,302 by Treasurer Gambka. Seconded by Walls.

VOTE: **YES:** Miller, Noble, Walls, Gambka, Scheib-Snider
 NO: None

Motion to accept Fund 701 – T & A Fund as presented for revenues as presented at \$96 by Trustee Walls. Seconded by Treasurer Gambka.

VOTE: **YES:** Noble, Walls, Gambka, Miller, Scheib-Snider
 NO: None

Motion to accept Fund 703 – Tax Fund as presented for revenues as presented at \$600 and appropriations at \$163 by Trustee Walls. Seconded by Treasurer Gambka.

VOTE: **YES:** Walls, Gambka, Miller, Noble, Scheib-Snider
 NO: None

C. FY 2022 Budget and FY 2021 Tax Resolution:

Motion to adopt the Rose Township Resolution 2021-XX County Equalization 2021-2022 General Appropriations Act and FY 2022 Budget Resolution, as published, by Trustee Noble. Seconded by Trustee Walls.

**ROSE TOWNSHIP RESOLUTION 2021-13
COUNTY EQUALIZATION
2021-2022 GENERAL APPROPRIATIONS ACT
AND FY 2022 BUDGET RESOLUTION**

WHEREAS, this resolution shall be known as the Rose Township 2021-2022 General Appropriations Act and Budget Resolution, and

WHEREAS, notice of a public hearing on the proposed Fiscal Year (FY) 2022 Budget was published in a newspaper of general circulation as required by MCLA 141.412, and a public hearing on the proposed budget and property tax millage rates was held on June 29, 2021 and

WHEREAS, the Rose Township Board shall cause to be levied and collected the general property tax on all real and personal property within the Township upon the current tax roll an allocated millage of 0.9645 Mills for Township operations and 2.0168 Mills for Fire Protection Services and Emergency Medical Response Services, and

WHEREAS, the Rose Township Board adopts the FY 2022 fiscal year budget for the various funds by Activity/Department/Cost Center. Township officials responsible for the expenditures authorized in the budget may expend township funds up to, but not to exceed, the total appropriation authorized for each Activity/Department/Cost Center.

WHEREAS, pursuant to MCLA 41.75, all claims (bills) against the Township shall be approved by the Rose Township Board prior to being paid. The Township Clerk and Treasurer may pay certain bills prior to approval by the Township Board to avoid late penalties, service charges and interest, office supplies, contracts, maintenance and payroll in accordance with the approved salaries. The Township Board shall receive a list of claims (bills) paid prior to approval at the next Board meeting, and

WHEREAS, estimated total revenues and expenditures for the various funds of Rose Township are:

General Fund Budget

Account Description	Proposed FY 2022 Budget
REVENUES:	
<i>COST CENTER TOTALS</i>	
Tax Collections	300,313
Inter Government Revenues	578,522
Miscellaneous	361,025
TOTAL GENERAL FUND REVENUES	\$1,239,860
EXPENSES:	
<i>COST CENTER TOTALS</i>	
Trustees	18,946
Township Supervisor	103,491
Elections	81,578
Assessor	53,882
Clerk	142,929
Board of Review	1,938
Treasurer	134,264
Building & Grounds	69,058
Miscellaneous Services	267,010
Transfers	190,917
Ordinance Enforcement	50,796

Planning and Zoning	29,713
Board of Appeals	969
Public Works	154,545
Citizens Services	10,000
Parks & Recreation	56,500
Library	6,610
Emergency Management	5,000
TOTAL EXPENSES	\$ 1,378,146
General Fund Total Revenues	\$ 1,239,860
General Fund Total Expenses	\$1,378,146

Special Assessments Funds

Account Description	Proposed FY 2022 Budget
<i>Appomattox Dr. Maintenance</i>	
Revenues	3,901
Expenses	3,901
<i>Eveline Dr. Maintenance</i>	
Revenues	9,839
Expenses	9,839
<i>Big Trail Road Maintenance</i>	
Revenues	10,715
Expenses	10,715
<i>Williams Dr. Maintenance</i>	
Revenues	3,800

Expenses	3,800
<i>Fish Lake Weed Control</i>	
Revenues	16,338
Expenses	16,481
<i>Lake Braemar S.A.D.</i>	
Revenues	24,217
Expenses	23,690
<i>Tipsico Lake S.A.D.</i>	
Revenues	69,028
Expenses	68,068
<i>Street Lighting S.A.D.</i>	
Revenues	2,644
Expenses	2,614
<i>Ottieway Drive Maintenance</i>	
Revenue	2,200
Expenses	2,200

Fire Fund

Account Description	Proposed FY 2022 Budget
Revenues	765,612
Expenses	849,926

Cemetery Fund

Account Description	Proposed FY 2022 Budget
Revenues	58,000
Expenses	58,000

Community Development

Account Description	Proposed FY 2022 Budget
Revenues	9,500
Expenses	9,500

Bldg. Inspection Fund

Account Description	Proposed FY 2022 Budget
Revenues	71,400
Expenses	53,500

P.E.G. Fund

Account Description	Proposed FY 2022 Budget
Revenues	32,307
Expenses	40,500

Infrastructure Improvement Fund

Account Description	Proposed FY 2022 Budget
Revenues	15,302
Expenses	15,302

THEREFORE, BE IT RESOLVED that the Rose Township Board of Trustees hereby adopts the above referenced Fiscal Year 2022 Budget and authorizes the levying and collection of a general property tax on all real and personal property within the Township upon the current tax roll an allocated millage of 0.9720 Mills for Township operations and upon adoption of renewal proposals, 2.0325 Mills for Fire Protection Services and Emergency Medical Response Services.

BE IT FINALLY RESOLVED that the Township Clerk shall provide the Township Board at the Board meeting immediately following the end of each month and at the final Board meeting of the fiscal year, a report of fiscal year to date revenues and expenditures compared to the budgeted amounts in the various funds of the Township.

VOTE: YES: Gambka, Miller, Noble, Walls, Scheib-Snider
NO: None

D. Budget Amendment Resolution FY 2021:

Motion to adopt the Rose Township Resolution 2021-XX, FY 2020-2021 Budget Amendments Resolution, as published, by Supervisor Scheib-Snider. Seconded by Trustee Noble.

**ROSE TOWNSHIP RESOLUTION 2021-14
FY 2020-2021 BUDGET AMENDMENTS**

WHEREAS, Rose Township has, by resolution, adopted its FY 2020-2021 Budget, and

WHEREAS, from time to time the Township Supervisor shall present to the Township Board recommendations to amend the budget for the fiscal year. Such recommendations shall include proposals for reducing appropriations, increasing revenues or both, and

WHEREAS, the Township Supervisor has reviewed both the actual and budgeted revenues and expenditures upon which the appropriations for the below all funds were based and has recommended that certain budget amendments be adopted.

NOW THEREFORE BE IT RESOLVED that the Township Board approves amending the FY 2020-2021 Budget for the various funds by Activity/Department/Cost Center as indicated herein:

General Fund Budget

ACCOUNT #	Description	Budgeted FY 2020-2021	Over Budgeted Amount	Proposed Amendment
101-171-703-000	Supervisor Assistant	0	3,663	3,663
101-215-715-000	Clerk Payroll taxes	7,900	2	7,902
101-215-718-000	Clerk Retirement	9,300	34	9,334
101-215-801-000	Clerk Contractual Services	4,000	350	4,350
101-265-726-000	Building Supplies	300	39	339
101-269-860-000	Mileage Allowance	200	108	308
249-289-726-000	Supplies Office	10,000	5,133	15,500
249-371-801-001	Summer Tax Collection Expense	5,100	172	5,372
101-289-801-000	Contractual Services	15,100	200	15,300
101-289-803-000	Computer Services	6,000	2,634	8,634
101-289-809-000	Codification	1,200	3,111	4,311
101-289-860-000	Telephones	5,200	2,040	7,242
101-301-802-000	Ordinance Professional Services	20,000	13,622	34,000
209-000-955-000	Cemetery Misc. Expenses	2,975	1,975	1,000
249-371-701-001	Building Mechanical Ins.	0	10,157	10,157
249-371-801-000	Building Contractual Services	0	2,200	2,200
249-371-801-001	Building Permit management	12,500	380	12,880
249-371-820-000	Building Office Overhead	12,000	3,101	15,101
101-463-525-000	Clean Up Day	14,000	19,818	33,818
101-463-930-002	Pest Control Expenditures	2,650	2,579	5,229
101-999-890-000	Emergency Management	5,000	8,321	13,321

VOTE: **YES:** Miller, Noble, Walls, Gambka, Scheib-Snider
 NO: None

5. Brief Public Comments - Comments ONLY (limited comments to 3 minutes):
None

6. Adjournment: 8:16pm



Debbie Miller, MMC, MIPMC II
Rose Township Clerk

Approved/~~Corrected~~