

**Bertrand Township Board
2018/2019 Budget Planning Workshop
Saturday, January 20, 2018**

Bertrand Township Hall
3835 Buffalo Rd., Buchanan, MI 49107

Supervisor Hicks called the workshop to order at 9:00 a.m.

Members Present: Hicks, Kuhn, Payton, Vite

Members Absent: Zelmer

Also present: BTFD Chief Bill Knisely

Purpose: This was a high-level planning workshop for the 2018/2019 township budgets. In this session, the board members presented their lists of items they want to see addressed for the upcoming fiscal year. Likewise, Chief Knisely also brought to the table his priorities and needs for the Fire Department. The board then assigned dollar amounts to each of the items.

Discussion: Supervisor Hicks began the meeting by laying the case for the board to adopt a Mission Statement, Vision Statement, Motto, and Logo for Bertrand Township. It casts a sense of progress, meaning, and pride to the public. Board members attending various MTA and other conferences notice most communities have these as we observe logos on shirts, mottos on websites, etc. He suggested the possibility of having a contest with students in our schools to come up with a logo design rewarding with public recognition.

Discussions for the Fire District budget began at 9:15 a.m. Projected budget will be \$205,337.00. Items the chief listed included:

- Buying either a refurbished or new filling station for SCBA bottles to handle the new bottle volumes.
- Twice/year fundraisers – we would like to restart the Fire Department Association to be able to use funds to purchase fire personnel awards for their banquet and separate donations and fundraiser expenses from the FD budget.
- Station #2 needs pavement asphalt repair and chief will be getting some quotes.
- Tires are needed for some of the rigs.
- Vent saw purchased under chief Cramer (20+ years old) needs to be replaced.
- 800 mHz radios – currently there is no communication with Indiana because we lack the radios. These radios are also being spec'd out by the State of Michigan.

We also discussed increasing firefighter compensation to:

- \$15.50 – Fire Calls
- \$13.50 – Work Detail
- \$14.50 – Training
- \$15.00 – Meetings
- Candidate pay remains at \$10 across the board

Fire District discussions ended at 10:50 a.m.

Treasurer Kuhn brought to the board's attention that West River Terrace's checking account is gradually declining as we pay the monthly street light electric bills. The Special Assessment of \$12.00 for residents that has existed for many years is insufficient to cover the annual electric bill by roughly \$440/yr. We discussed having public hearings for a proposal to increase the special assessment to \$14.00 for 2018/2019. The process would be very similar to the recent SMCAS \$20 Special Assessment passed last summer.

Some of the budget numbers we have:


- \$156,000 for roads (a decrease from 2017/2018)
- \$215,224 in State Revenue Sharing

Items considered for next fiscal year included:

- Salary increase for the Zoning Administrator
- Master Plan
- Hein Property house teardown
- Continued work on the Community Building, including basement moisture barrier, new flooring, and updated/ADA-Compliant restrooms
- Wage increase for the Administrative Assistant
- Increasing meeting fees to \$75
- Increasing the SMEGA annual contribution to \$5,000 – the “recommended” amount based on our population, tax base, etc.

Motion made by Hicks to adjourn at 1:15 p.m.

Respectfully submitted,



January 25, 2018

Don Vite
Bertrand Township Clerk

Dated