

**LIMA TOWNSHIP BOARD OF TRUSTEES
2021/2022 BUDGET HEARING MINUTES
VIA VIDEO CONFERENCE
March 8, 2021, 6:00 PM**

CALL TO ORDER: The video conference budget meeting was called to order by Supervisor Luick at 6:03 PM. Board members present in Lima Township: Duane Luick, Elaine Bater, Greg McKenzie, Dale Luick. Board member present in Dexter: Nanette Havens.

PUBLIC COMMENT: None

AGENDA APPROVAL: Trustee McKenzie moved; supported by Trustee Luick to approve the agenda as presented. Roll-call vote - all ayes: Havens, DuLuick, Bater, DaLuick, McKenzie - motion passed.

CALL PUBLIC HEARING TO ORDER FOR THE 2021-2022 BUDGET: Supervisor Luick called for public comment prior to calling the Budget Hearing to order at 6:07 PM. No comments.

BOARD WAGE ADJUSTMENT RESOLUTIONS: The following resolutions were offered by Clerk Bater and supported by Trustee Luick.

#2021-02 TOWNSHIP SUPERVISOR 2% SALARY INCREASE RESOLUTION

WHEREAS, pursuant to MCLA 41.95 and 42.6, which provides that in a township that does not hold an annual meeting, the salary for officers composing the township board shall be determined by the township board, and
WHEREAS, the Board of Lima Township deems it appropriate to adjust the salary of the Township Supervisor with a 2% increase to ensure that compensation for this position remains equitable and corresponding with the duties of said elective office, now
THEREFORE BE IT RESOLVED that as of April 1, 2021, the annual salary for Township Supervisor, exclusive of assessing duties, will be \$32,431.27

#2021-03 RESOLUTION TO ADJUST THE SALARY OF TOWNSHIP CLERK

WHEREAS, pursuant to MCLA 41.95 and 42.6, which provides that in a township that does not hold an annual meeting, the salary for officers composing the township board shall be determined by the township board, and
WHEREAS, the Board of Lima Township deems it appropriate to adjust the salary of the Township Clerk with a 2% increase to ensure that compensation for this position remains equitable and corresponding with the duties of said elective office, now
THEREFORE BE IT RESOLVED that as of April 1, 2021, the annual salary for Township Clerk will be \$32,431.27.

#2021-04 RESOLUTION TO ADJUST THE SALARY OF TOWNSHIP TREASURER

WHEREAS, pursuant to MCLA 41.95 and 42.6, which provides that in a township that does not hold an annual meeting, the salary for officers composing the township board shall be determined by the township board, and
WHEREAS, the Board of Lima Township deems it appropriate to adjust the salary of the Township Treasurer with a 2% increase to ensure that compensation for this position remains equitable and corresponding with the duties of said elective office, now
THEREFORE BE IT RESOLVED that as of April 1, 2021, the annual salary for Township Treasurer will be \$32,431.27.

#2021-05 RESOLUTION TO ADJUST THE SALARY OF TOWNSHIP TRUSTEE

WHEREAS, pursuant to MCLA 41.95 and 42.6, which provides that in a township that does not hold an annual meeting, the salary for officers composing the township board shall be determined by the township board, and
WHEREAS, the Board of Lima Township deems it appropriate to adjust the salary of the Township Trustee with a 2% increase to ensure that compensation for this position remains equitable and corresponding with the duties of said elective office, now
THEREFORE BE IT RESOLVED that as of April 1, 2021, the annual salary for each of the two Township Trustees will be \$3,727.56

Upon each roll call vote, the following voted aye: Havens, DuLuick, Bater, DaLuick, McKenzie
The following voted nay: None
Absent: None
Supervisor declared the resolutions adopted on 3/8/2021

HOURLY AND APPOINTED STAFF WAGE ADJUSTMENT RESOLUTION: The following resolution was offered by Trustee McKenzie and supported by Trustee Luick.

#2021-06 RESOLUTION TO ADJUST THE WAGES OF ALL HOURLY AND APPOINTED STAFF OF LIMA TOWNSHIP

WHEREAS, the board of Lima Township deems it appropriate to adjust the salary of all township hourly and appointed wage earners with a 2% increase, based on current pay, to ensure that compensation for these positions remain equitable and corresponding with the duties of each, now

THEREFORE BE IT RESOLVED that as of April 1, 2021, all hourly and appointed staff of Lima Township will have a 2% wage increase based on current pay and each respective position.

Upon each roll call vote, the following voted aye: Havens, DuLuick, Bater, DaLuick, McKenzie

The following voted nay: None

Absent: None

Supervisor declared the resolution adopted on 3/8/2021

GENERAL APPROPRIATIONS ACT:

FISCAL YEAR 4/1/2021 – 3/31/2022

General Appropriations Act Resolution #2021-07

Section 1: Title

This resolution shall be known as the 2021/2022 Lima Township General Appropriations Act.

Section 2: Public Hearings on the Budget

For general law townships: Pursuant to MCLA 141.412; MCLA 141.413 notice of a public hearing on the proposed budget was published in a newspaper of general circulation on February 3, 2021, and a public hearing on the proposed budget was held on March 8, 2021.

Section 3: Millage Levy

The Lima 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 0.7869 mills for township operations, and the Lima Township Board shall set aside the Chelsea Area Fire Authority Special Assessment currently set at 2.3865 mills as long as the millage is in effect.

Section 4: Authorized Salary, Hourly and Per Diem Rates

Included in the various Activities/Departments are amounts of the salary, hourly and per diem rates for the officials and staff of the Township as follows:

Boards and Commissions
Supervisor
Clerk
Deputy Clerk
Assistant Clerks
Treasurer
Deputy Treasurer
Trustees
Zoning Enforcement Officer
Secretary
Election Precinct Chairpersons
Election Workers

Section 5: Estimated Revenues and Expenditures

Estimated general fund revenues for fiscal year 4/1/2021 – 3/31/2022 shall total \$660,000.00

Estimated general fund expenditures for the various township activities, are as follows:

#101 - TRUSTEES ACTIVITY	\$ 7,956.00
#171 - SUPERVISOR ACTIVITY	\$ 36,132.00
#191 - FINANCIAL & TAX ACTIVITY	\$ 214,599.00
#262 - ELECTIONS ACTIVITY	\$ 14,300.00
#267 - BUILDINGS & GROUNDS ACTIVITY	\$ 147,425.00
#441 - PUBLIC WORKS ACTIVITY	\$ 209,150.00
#721 - PLANNING & ZONING ACTIVITY	\$ 30,438.00

\$ 660,000.00

Section 6: **Adoption of Budget by Department**

The Board of Trustees of Lima Township adopts the fiscal year 4/1/2021 – 3/31/2022 general fund budget by Activity/Department. 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.

Section 7: **Payment of Bills**

Pursuant to MCLA 41.75, all claims (bills) against the Township shall be approved by the Lima 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 (primary utilities) and payroll in accordance with the approval of salaries and hourly rates adopted in this appropriations act. The township Board shall receive a list of claims (bills) paid prior to approval at the next Board meeting.

Section 8: **Periodic Financial Reports**

The Township Clerk shall provide the Township Board at the Board meeting immediately following the end of each fiscal quarter 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.

Section 9: **Budget Monitoring**

Whenever it appears that the actual and probable revenues in any fund will be less than the estimated revenues upon which appropriations from such funds were based, and when it appears that expenditures will exceed an appropriation, the Township Supervisor or Clerk shall present to the Township Board recommendations to prevent expenditures from exceeding available revenues or appropriations for the fiscal year.

Section 10: **Board Adoption**

**Offered by Bater, supported by Dale Luick to adopt the foregoing resolution.
Upon roll call vote, the following voted aye: Havens, DuLuick, Bater, DaLuick, McKenzie
The following voted nay: None
Absent: None
Supervisor declared the resolution adopted on March 8, 2021**

PUBLIC COMMENT: None

ADJOURNMENT: McKenzie moved, supported by Dale Luick to adjourn the annual budget hearing of 2021 at 6:27 PM. Roll-call vote - all ayes: Havens, DuLuick, Bater, DaLuick, McKenzie - motion passed.

Respectfully Submitted,



Elaine Bater, Clerk