

Rives Township Budget Workshop Meeting
March 20, 2024
Lansing Avenue Fire Station

The meeting began at 6 p.m.

Present: Supervisor Jerald Adams, Clerk Vercilla Hart, Treasurer Carol Schulz,
Trustees Bryce Hammond and Christine Beecher.

Motion by Schulz, supported by Beecher, to approve the agenda as changed. All ayes. Motion carried.
Additions to the Agenda: Pledge of Allegiance, Website, Election Stamps, Township Office Window, Shredder,
New Phone, Deputy Supervisor Payroll, FICA/Medicare, Resolution 2024-3 Sewer Additional Payment.

The Pledge of Allegiance was recited.

Motion by Hart, supported by Hammond, to approve website for the amount of \$2,000.00 for Charlie Westra out of the 2023-2024 budget. Roll call. All ayes. Motion carried.

The Treasurer would like to add the capability of credit card payments on the website.

Motion by Hart, supported by Schulz, to approve Clerk to pay \$2,300.00 to purchase 1800 2-oz. stamps for elections and 700 regular stamps to take out of the 2023-2024 election budget. Roll call. All ayes. Motion carried.

Motion to have Jackson Door and Window add countertop and replace window to foyer for a total of \$2,853.00 out of the 2023-2024 budget. Roll call. All ayes. Motion carried.

Jackson Door and Window's bid was the lowest. Three bids were requested by the Clerk, but two were received. The sliding window will be on the west side in the foyer. The bid includes a 12" overhang on foyer side for customers and 24" ledge on office side.

Motion by Schulz, supported by Hammond, to purchase a phone for the township office not to exceed \$300.00 from the 2023-2024 budget. Roll call. All ayes. Motion carried.

The phone will be wireless and have 3 available lines. It will replace the current phone, which has issues of line 2 not working anymore and inability to pick up a call when it rings.

Motion by Schulz, supported by Hammond, that we obtain a shredder for the Treasurer not to exceed \$250.00 and to be taken out of the 2023-2024 budget. All ayes. Motion carried.

The wheel is broken on the shredder the Treasurer uses.

Motion by Hart, supported by Schulz, to pay Amy Adams \$1,000.00 for Deputy Supervisor, but going forward it will be monthly, or that payroll will not be authorized. Roll call. All ayes. Motion carried.

Hart noted the labor board says payroll has to pay monthly. All employees are on a monthly or biweekly schedule. This is the first timesheet received by Clerk Hart from Amy Adams.

Motion by Hart, supported by Schulz, to approve Resolution 2024-03 to make an advance Principal payment to the County of Jackson in the amount of \$150,000.00 from the General Fund to reduce the General Fund liability on the Sewer Bond.

Roll call. All ayes. Motion carried.

A regular Sewer Bond payment of \$30,636.40 (\$23,000.00 principal and \$7,636.40 interest) is scheduled and due April 1. Approximately \$375,000 is still owed on the Sewer Bond.

Motion by Hart, supported by Beecher, to pay the principal/interest for \$30,636.40 due May 1 but requested by Jackson County by April 1. Roll call. All ayes. Motion carried.

Motion by Hart, supported by Hammond, to amend the 2023-2024 budget account numbers 101-863-716-000 and 101-863-717-000 for the total amount of \$17,000.00 for department 863, and move money into those accounts for Medicare and FICA from Township Property Improvements to accommodate \$17,000.00.

Treasurer Schulz questioned the FICA and Medicare not being budgeted by the former Clerk at the beginning of fiscal year 2023-2024. Clerk Hart will fix this going forward.

All ayes. Motion carried.

Budget

The current budget was reviewed. Supervisor Adams noted the ARPA funds were not figured into the 2024-2025 recommended budget.

The following departmental changes for the 2024-2025 budget were recommended:

- Reduce Supervisor by \$2,300. Noted Deputy Supervisor salary is not a requirement. Eliminate Equipment and eliminate Miscellaneous for Supervisor.
- Reduce Clerk and Treasurer - Deputy Clerk and Deputy Treasurer wages each reduced \$1,000.00.
- Increase Board of Review - no FICA or Medicare were budgeted for BOR this fiscal year.
- Reduce Election supplies and Election postage.
- Allocate \$80,000.00 for Roads.
- Hart would like every Board Member's pay reduced to \$80.00 per diem for Fire Committee/Board meetings, but no decision tonight on that.
- The amount of \$10,000.00 is recommended for Parks and Recs.
- Adams said East Rives Cemetery has big trees that need to come down. Hart said all 3 cemetery associations have lots they can sell, and they need to promote that.
- Reduce the Collection Site budget by \$2,400. One of the buildings does need the roof repaired.

Motion by Adams, supported by Beecher, to approve \$750.00 for solid waste processing and transfer facilities registration fee. Roll call. All ayes. Motion carried.

Adams hasn't heard back if Rives Township is required to pay the fee, but the fee would be due on March 28th prior to next meeting.

Sewer Budget

- Hart said there's not much monthly activity for the Sewer Manager, Supervisor Adams, and would like the wage to be \$47.11/month. She said it's not fair for sewer customers to have their fees increased when \$300.00/month is being paid to the Sewer Manager.
- There is a deficit of about \$34,000 in the recommended Sewer Budget.
- Adams recommended \$15,000.00 in Sewer repairs.

Public Comment began at 8 p.m. and ended at 8:10 p.m.

Motion by Beecher, supported by Hammond, to adjourn the meeting. All ayes. Motion carried. The meeting ended at 8:10 p.m.

Vercilla Hart,
Rives Township Clerk