

**FRUITLAND TOWNSHIP  
BUDGET WORK SESSION  
WORKING MINUTES  
March 4, 2009**

**PRESENT** – Trustee Bard, Trustee Binns, Trustee Bole, Trustee Deur, Treasurer Boyer, Clerk Rillema, Supervisor St. Amour

**ALSO PRESENT** – (1) interested party.

**CALL TO ORDER** – Supervisor St. Amour called the Wednesday, March, 4, 2009, Budget Work Session of the Fruitland Township Board to order at 1:02 PM.

**BUDGET** –

Supervisor St. Amour handed out the 2009-2010 Fiscal Year Proposed Budget and thanked those trustees who met with the Clerk and Treasurer to further discuss items deemed necessary for explanation or to express their input on changes to be considered. Supervisor St. Amour stated that he reduced the meeting pay back to the current \$35.00 from the proposed \$40.00 due to comments received by this board at the last work session and individual meetings with the Clerk and Treasurer. Those amounts are now reflected in this current proposed budget. Supervisor St. Amour stated that he will go down the budget by each line item and to please interrupt at an item that needs further clarification or discussion.

**FUND 101**

**REVENUE** –

1. All Tax Revenue accounts remain at the 2008-2009 amended budget allocations until after the Board of Review when Treasurer Boyer will have a better feel for dollar amounts.
2. Franchise Fees – Supervisor St. Amour stated that these fees under contract will be reviewed by our attorney to reflect any additional additions/changes to be in our best interest.
3. All Zoning Permit fees – Discussion among board felt that these dollar allocations are too high for the current economy. All permit revenues will be decreased by 10% (\$6500.00 reduction)
4. Zoning Fees – Discussion among board felt that this too is allocated too high given the current economy. All zoning fees will be decreased to equal \$1000.00 (Land Division fees - \$250.00, Zoning fees/Other - \$125.00, Zoning ZBA - \$500.00, and Zoning PLZ - \$125.00)
5. Ecology Station – Supervisor St. Amour stated that this department is currently under scrutiny due to an approximate \$18,000.00 loss this year. After discussion among the board, it was agreed to increase the revenue by \$5000.00 to reflect \$50,000.00. It was also discussed that Fruitland Township keeps the paper recycling for its own benefit.
6. Museum – Supervisor St. Amour stated that he received a proposed 2009-2010 budget from the Parks and Recreation Commission. The commission has proposed to increase the admission fees to the White River Lighthouse Station. Adult admission to be \$4.00 and Student admission to be \$2.00. The commission is currently working on a revised brochure and is researching ways to increase number of rentals of the property and increase advertisement in the surrounding community at little or no cost.
7. Interest – Trustee Deur feels that the interest revenue of \$5000.00 is still understated too much and would like Treasurer Boyer to reevaluate the funds/rates and report back to the board a more factual number.
8. Duck Lake Road Fire Station Lease – Trustee Bard stated that the lease for the fire station should be reviewed and is concerned that Fruitland Township is being taken advantage of by the current use of the property compared to the language in the lease. Supervisor St. Amour and Treasurer Boyer both commented that at the last Fire Authority meeting, a motion was approved to have the Articles of Incorporation and Lease between the City of Whitehall and Fruitland Township reviewed. Supervisor St. Amour stated that he and several of the board members toured the

facility on Duck Lake Road and has received a list of necessary repairs and a wish list from the Fire Authority that will be discussed in the future.

## APPROPRIATIONS –

### 1. Governing Body

- Supervisor St. Amour reinstated that the meeting pay had been decreased back to the \$35.00 from the proposed \$40.00 increase.
- Postage – Trustee Deur stated that he would like the Clerk and Treasurer to allocate this dollar amount to the appropriate departments before the next meeting.
- Contracting – Bank Svs Chg, Computer Services, Equipment Leasing, and Payroll – Supervisor St. Amour stated that these items will be reviewed on a yearly basis.
- Contracting – Community Svcs – Supervisor St. Amour stated that he is awaiting a response from Muskegon Area First on what the reduced membership fee will be from the motion accepted by this board to join this organization at a reduced cost of less than \$3665.00 due to an overpayment the last five years to the Muskegon Area Chamber of Commerce which should have been complimentary. Trustee Deur and Supervisor St. Amour will be attending the next JPC meeting and will report to the board either to continue or discontinue membership in this organization.
- Education & Dues – Supervisor St. Amour stated that the \$5000.00 in other misc education may be used this year for attendance to the MTA Conference which was not attended this past winter by anyone at Fruitland Township.

2. Supervisor - No changes made.

3. Elections - No changes made.

4. Independent Audit - Supervisor St. Amour stated that this will be reviewed yearly.

5. Assessor

- Postage – new allocation added to this department.
- Contracting – Supervisor St. Amour asked for permission to discuss reduction in fee at a cost of \$35,000.00. The board agreed to have Supervisor St. Amour have this discussion with our assessor.
- B S & A – Assessing program allocated to this department is new.

6. Attorney - Supervisor St. Amour has asked our Attorney to continue to be very active in his role to the board.

7. Clerk - No changes made.

8. Board of Review - No changes made.

9. Treasurer - No changes made.

10. Township Hall & Grounds - No changes made.

11. Community Building

- Supervisor St. Amour stated that the Citizen's Advisory Community Building Committee has prepared a detailed list of repairs necessary at this facility. He also stated that Clerk Rillema received a survey from the State of Michigan for possible violations for an election polling place. Supervisor St. Amour will be completing this survey. Supervisor St. Amour asked the building inspector to take a look at this facility and report to him his findings. Grant money may be available for some of this repair work and other monies could be transferred from our Building & Site Fund. He also stated that the AA is willing to do some of the labor and repairs deemed appropriate by this board. Trustee Deur and Clerk Rillema stated that these repairs should be done under the direction of this board and approved.

12. Township Property

- Supervisor St. Amour and members of the board toured the Duck Lake Fire Station recently and found many necessary repairs. The Fire Authority also presented Supervisor St. Amour with a list of requests to be considered at this facility. Currently we are in violation of the discharge of gray water. Supervisor St. Amour is requesting permission to receive a rough order of magnitude quote

for a drain field. He also asked permission to purchase three (3) floor drain grates at an approximate cost of \$50.00 each that are currently broken and are a potential hazard. The board granted that permission for the purchase.

13. Cemetery – No changes made. Discussion to transfer monies from the Building & Site fund to offset the repairs & maintenance sprinkling system repairs.
14. Watershed – \$1000.00 allocation added as a placeholder for Duck Lake Watershed to apply for grants.
15. Police-Ordinance Enforcer
  - Contracting – Discussion among the board led to a reduction to \$60,000.00.
  - Salary – Discussion among the board led to a reduction to \$10,000.00.
  - Supervisor St. Amour is awaiting information from the Citizen’s Advisory Law Enforcement Committee with recommendations to be presented to this board.
16. Inspection Dept/Inspector
  - Inspector’s Wages – Trustee Deur stated that this allocation should be reduced the same as the revenues. He will furnish this amount to the Supervisor.
  - Contracting – Trustee Deur will furnish this amount also to the Supervisor to reflect the reduction applied to the revenues.
17. Drains – Public Benefit – No changes made.
18. Street Lighting – No changes made.

Clerk Rillema excused herself from the meeting at 4:12 PM.

19. Ecology Station – Supervisor St. Amour again stated that continuous scrutiny of this department is ongoing and he stated that he will be renegotiating costs with Allied Waste. Increases in the costs have not been taken into consideration for the past two years. The Insurance & Bond allocation of \$100.00 is not necessary at this time so it will be removed.
20. Parks & Recreation
  - Meeting pay – needs to be reduced to reflect \$35.00 each meeting.
  - Repairs & Maintenance & Launch Ramps – projects requested by the Commission for improvement in fiscal year 2009-2010.
  - Capital Improvements – transfer monies from the Blueberry Fund to purchase new playground equipment.
21. Museum
  - Gift Shop Promotion – expenses are down from last year due to a large inventory of merchandise purchased last year.
  - Printing & Publishing – cost of designing a new brochure.
  - Utilities – cost of purchasing security system and increase in utilities.
  - Repairs & Maintenance – costs related to enhancing the Lighthouse with the power washing, painting, gutter work, plaster wall repairs, roof repair and landscape repairs in the amount budgeted of \$4800.00.
22. McMillan Road End – new department created.
23. Planning Commission
  - Contracting – increased to \$10,000.00 since last meeting
  - Education & Dues – decreased to \$1500.00
24. Zoning Board of Appeals
  - Contracting – delete allocation of \$600.00
  - Printing & Publishing – decrease to \$1200.00
25. Other Insurance – No changes made.
26. Units Unemployment Insurance – No changes made.

**FUND 120**

Public Roads Fund – No changes

**FUND 130**

Public Works Fund – No changes

**FUND 140**

Metro Authority Fund – decrease Contracting to \$500.00

**FUND 145**

Equipment Replacement Fund – remove playground equipment - \$7000.00 – error

**FUND 150**

Nestrom Park Improvements – No changes

**FUND 470**

Building & Site Fund – remove Sale of Fixed Asset - \$8000.00 (2008-09 Fiscal Year item)

**FUND 812**

Special Assessment Revolving Fund – No changes.

**ADJOURNMENT**

Motion by Trustee Bole, second by Trustee Bard, ***ADOPTED***, to adjourn the Wednesday, March 4, 2009, Budget Work Session of the Fruitland Township Board at 5:18 PM.

*Upon Voice Vote:* **6 AYES, 1 ABSENT**

Respectfully Submitted,

Karolyn Rillema, Clerk  
Township of Fruitland