

**BURT TOWNSHIP  
BOARD MINUTES  
February 4, 2021**

The Budget Workshop meeting of the Burt Township Board was called to order by Supervisor Harold Koviak on February 4, 2021 at 2:00 pm via teleconference 1-866-678-6823 code 7861936#.

**PRESENT:** Harold Koviak, Shirley Reimann, Katie Parker, Gene Hodulik, Christy Kozlowski  
**Absent:** None

**Also Attending via phone:** Jim Larson, Fred Lindroth

**AGENDA - Koviak**

**MOTION:** Moved by Parker, supported by Hodulik to approve the Agenda

**MOTION APPROVED**

**PUBLIC COMMENT – N/A**

**CONSENT AGENDA – Minutes of January 7, 2021 and Payment of the Bills**

**MOTION:** Moved by Hodulik, supported by Parker to approve payment of bills and the minutes of the January 21<sup>st</sup> Special Meeting and January 7<sup>th</sup> meeting with the following corrections to the January 7<sup>th</sup> meeting: spelling of Bert Ebbers, spelling for Forsmark, easement language updated “all neighbors *donated* the fees back to the township”, and strike of last sentence regarding animal ordinance.

**MOTION APPROVED**

**NEW BUSINESS**

1. Budget adjustments

Adjustments must be made at a regular meeting—will be discussed and made at the March 4<sup>th</sup> meeting.

2. Budget workshop

Synopsis of changes from previous budget (if not mentioned, previous year budget stayed the same):

**Revenue**

- State Shared Revenue – from \$50K to \$55K due to revenue being higher this past year and revenue is not expected to decrease
- Zoning permits - \$3K to \$5k due to last year coming in at \$7k and we have variances already in queue for 2021
- Interest - \$4K to \$1k per Reimann’s estimate
- Property Tax-&PTAF – per Reimann, \$265,667.21
- Property Tax-Fire Acct. – per Reimann, \$72,021.44
- Road Account Millage – per Reimann, \$72,021.44
- Transfer Station Permits - \$24k to \$28,800 due to increase in permit fee (480 cards @ \$60)
- Adding revenue line for Trails – new budget being produced
- Adding revenue line for existing Liquor budget as we have Fire and Road budget line items already in the budget

- Other Revenue - \$105K to \$125K, estimating \$25K plus additional \$100K added to account for repayment from Burt Lake Trail loan (if not paid back before April 2021)
  - Currently showing \$40K as YTD 2/1/21 was made up of:

1196	101-000-668 Other Income										0.00
1197		Deposit	04/30/2020	5521	Burt Township	Deposit	101-000-001 Cash/Checking	-26,185.32		-26,185.32	
1198		Deposit	05/22/2020	3557	Mich Townships Assoc	Deposit	101-000-001 Cash/Checking	-353.00		-26,538.32	
1199		Deposit	06/11/2020	3559	Legal Community Stabilization	Deposit	101-000-001 Cash/Checking	-2,821.10		-29,359.42	
1200		Deposit	06/11/2020	3560	Mich Twp Par Plan	Deposit	101-000-001 Cash/Checking	-420.70		-29,780.12	
1201		Deposit	07/08/2020	3565	cheboygan County Treasurer	Deposit	101-000-001 Cash/Checking	-129.60		-29,909.72	
1202		Deposit	07/08/2020	3588	M. Reyneart	Deposit	101-000-001 Cash/Checking	-3,740.76		-33,650.48	
1203		Deposit	08/07/2020	3568	Scott Forsmark	brine	101-000-001 Cash/Checking	-250.00		-33,900.48	
1204		Deposit	08/07/2020	3569	BLPA	Big dump day	101-000-001 Cash/Checking	-1,200.00		-35,100.48	
1205		Deposit	09/02/2020	3574	State of Michigan	Election Reimbursement	101-000-001 Cash/Checking	-2,036.86		-37,137.34	
1206		Deposit	09/18/2020	3590	SNP Title Co. David B. Carr	Special Assessment District	101-000-001 Cash/Checking	-3,740.76		-40,878.10	
1207		Deposit	11/13/2020	3583	cheboygan County Treasurer	Homestead Denials PRE	101-000-001 Cash/Checking	-41.46		-40,919.56	
1208	Total 101-000-668 Other Income							-40,919.56		-40,919.56	

**Expenses**

- Clerk-Salary - \$18,720 to \$18,000 – new clerk salary currently at \$16,600 and Koviak recommended increase of \$100 per month at \$18,000, FOIA fees would go into Clerk Misc.
- Deputy Clerk - \$3K to \$2,500 – keeping the same amount as Deputy Treasurer
- Township Hall – Keeping at \$25K but may need to adjust based on when Hall remodel bill comes in (\$48,089). Also, siding in summer of 2021
  - Question regarding YTD amount of \$17,232.24 – made up of tree removal, utilities, and supplies
- Planning & Zoning - \$50K to \$52K – Adding \$2k to Jim Larson salary adjusted from \$1,000/month to \$1,167/month (three years since previous raise)
- Elections - \$7,500 to \$2,500 due to one possible election in May 2021
- Assessor Services – leaving at \$35K but with increase to Fred Lindroth’s salary, increasing from \$17,000 to \$18,840 (\$1,570 per month)
- MTA Convention - \$5K to \$2k due to virtual meeting this year
- Road Millage Account - \$192,174.68 to \$105,000 due to expected road construction costs
- Public Improvement - \$45K to \$5K due to little/no expected improvements for upcoming budget year (should cover stone at Mundt road)
- Cemetery - \$3K to \$5K as provided by Koviak
- Special Assessment District - \$0 as no more expense expected, revenue expected for next two years

**Other**

- \$400 to be transferred to liquor account
- Koviak, Reimann, and Kozlowski to fill in additional budget sheets after meeting

**PUBLIC COMMENT – N/A**

Next meeting March 4, 2021 at 2:00 pm with public hearing at 1:45pm

**MOTION:** Moved by Parker, supported by Reimann to adjourn.

**MOTION APPROVED**

Respectfully submitted,

Christy Kozlowski, Clerk