

# BUDGET PLANNING MEETING

## MINUTES

Date: February 6  
Time: 7:00 pm  
Place: Millen Township Hall

1. **Call to Order and Pledge of Allegiance**
2. **Roll Call-** Barbara Bartlett-Treasurer, Denny Smith – Supervisor, Cathy Ostrander – Clerk, Jeff Somers – Trustee, Scott Kosal -Trustee
3. **Public Comments not on the Agenda –**
4. **Budget Planning - Line by Line Review**
  - a. **2024-2025 Budget to Actual** – Budget presented for review and discussion.
  - b. **Potential Budget Item “Unfinished Business” to be discussed during Line by Line**
    - i. Contract Renewals
      1. Park Mowing – Advertising for bids to be placed in the Alcona County Review by clerk.
      2. Cemetery Mowing – Advertising for bids to be placed in the Alcona County Review by clerk.
      3. Cemetery – Contract to be signed with Leesberg.
      4. Dust Control – Ostrander to confirm pricing with C&S Dust Control.
    - ii. ARPA Project Spending/Auditor Fees \$500 and due date
    - iii. Gustin Utility – request prorated payment for the shared utility lights based on yearly use.
    - iv. Park & Cemetery Contributions from Hawes Township
    - v. Elections 2/27/24, 8/6/24, 11/5/2024 – proposal 2 increases in cost
    - vi. Salary Planning –Board had planned to revisit salaries during this year’s budget discussion to bring rates closer to 2024 rates based on COLA (currently at 2006-2011 pay rates). After much discussion on the increases in workload for the treasurer (transfer of tax processing from the county) and clerk (proposal 2 election work increases). A proposal was made to only increase salaries for the Treasurer and Clerk due to limited budget. A motion made by Somers to accept increase of \$750/year or 8% for only the Clerk and the Treasurer, 2<sup>nd</sup> by Kosal. Motion carried. Board plans to revisit the salary increases at next year’s budget planning.
    - vii. Grant Applications – Reviewed at previous board meeting.
5. **New Business** – None.
6. **Public Comments** - None
7. **Adjourn** – Motion by Somers, 2<sup>nd</sup> by Bartlett. Motion carried. Adjourn by 8:51pm.

**Next Meetings:** February 20, 7:00 pm Budget Planning Meeting  
March 4, 6:45 pm Public Budget Hearing and 7:00 pm Township Board Meeting

*\*\* Minutes respectfully submitted by Cathy Ostrander, Clerk \*\**

