

**LELAND TOWNSHIP BOARD BUDGET MEETING  
WRAP-UP WORKSHOP**

**February 26, 2021– 10:00 a.m.**

(Leland Township will be holding all meetings remotely under the COVID19 Executive order issued to limit person to person transmission of the virus until such order is lifted. Directions to participate in the meeting via Zoom were included in the posting of the agenda.)

**MINUTES *(Amended)***

**PRESENT:** Supervisor Susan Och, Treasurer Shirley Garthe, Clerk Lisa Brookfield, Mariann Kirch, Clint Mitchell, Dan Besson.

**ABSENT:** 0

**CALL TO ORDER:** Ms. Och called the meeting to order at 10:02 a.m.

**DISCUSSION OF BUDGET**

Fire and Rescue, Chief Dan Besson

With some corrections, the proposed operating budget is \$977,055 with an estimated income of \$990,000. Labor costs will go up in the latter part of the year. There was discussion about employee turnover and whether our offered wages are competitive.

No changes were made to the equipment and training budget from the one discussed in the workshop. The big changes from last year were the payments on the ladder truck and an increase in EMS and fire equipment and supplies. Mr. Mitchell noted that he read through the bond document and it sounds like furniture for the station can be taken out of that. The attorney has said that it cannot. That can be explored at another meeting.

The discussion concluded and Chief Dan Besson left the meeting.

Harbor

The dredge could not be put in the operating fund and will stay in the improvement fund.

There will be a separate dredge budget. Ms. Brookfield discussed changes and things that looked different in the budget as well as various line items. Wages went up. Any profit made at the Harbor is moved into the improvement fund to build it up for large projects or emergencies.

No money comes into the dredge budget. \$53,350 is the total budget. Ms. Brookfield reviewed the line items. Having the Army Corps of Engineers do the dredging depends on whether or not the Congress designates the funds. When water levels go down, it will become more important.

Sewer

Budget was discussed last Friday and the budget is good to go.

The Metro fund is money we collect as rent from utility companies who use our road for access. This money can only be used for projects in the road right of way. Sidewalks could be part of this. The Grand Traverse Band is now running fiber in our road right of ways. When they start serving residents, we can start charging them rent.

Parks & Rec is part of the general fund.

## General Fund

Sidewalks were discussed. We can bill residents for sidewalks, but it cannot be part of a special assessment district. If we paid outright for sidewalks this year it would be \$103,000. It could come from fund equity, capital fund or fund improvement. There was discussion of how this would be listed in the budget. \$69,000 would be paid back by the adjoining property owners. If we had to finance, we would move it over for capital expenses.

Ms. Och sent the Board a revised park schedule of projects. Ms. Och reviewed the changed budget according to new information on the projects.

Other line items were discussed that were not discussed during the previous General Fund budget meeting.

Covid related items and PILT payments were discussed. \$17,000 is anticipated to come from PILT. The actual amount will be decided in June. The Chamber of Commerce sends us \$2,000 for the cleaning of the restrooms at the Harbor. The Wine Festival has been cancelled and the fireworks event is still undecided.

Ms. Brookfield discussed salary and wages.

It was decided to put in \$3,000 for legal expenses.

Health insurance will go up 2.5 % and the Cobra fee went up from \$17.50 to \$21.50 per month. Repairs and maintenance costs need to be discussed. This would include the Library and the Township Office. Ms. Och explained the unique arrangement with the Library. The Library has its own millage. The Township takes care of the exterior of the building and the grounds. The Munnecke Room is for the Township. The Library is currently doing a capital campaign for a rebuild. The lease of the Office Building runs out the end of March. The owner has promised to give us plenty of time in giving us his notice of intention.

Costs for paper and ink for at home trustee and recording secretary work was discussed. This was put into the budget.

The needed position of a deputy clerk was discussed. Jane Keen has been helping out, especially for elections. There is one election planned in May and a possible election in September. Two voting districts are being run. Another laptop for election purposes is needed.

## Planning Commission

The budget was previously discussed in the workshop and is good to go.

## Public Works

There are subdivision roads that need to be repaired. It is too late to do a special assessment district. There are few residents on these roads and some residents are seasonal. There was a lot of discussion about this. The Board was in favor of setting up special assessment districts for road repair. The sidewalks will not be done in this **current** fiscal year. Ms. Och reported on

what needs to be done with the street lights. \$1,400 was put in maintenance and \$2,000 was put into contractual services.

Parks & Rec

Ms. Och sent out notes on the project list and the two proposals on Hancock Field RFP.

There was discussion about the cost of cleaning of the restrooms at the Harbor. The cost has gone up by 50%. This needs to be explored further. For now, the amount was changed to \$16,000. The cleaning might be put out to bid.

Harbor maintenance projects were discussed.

The RFP for Hancock Field was discussed. Board members voiced their opinions about the work that needs to be done at Grove Park and felt that Grove Park needs to be a priority. The RFP will be discussed at the next Board meeting.

The meeting was adjourned at 1:03 p.m.

Respectfully Submitted,  
Cindy Kacin, Recording Secretary

Date Approved: \_\_\_\_\_

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Susan Och, Leland Township Supervisor

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Lisa Brookfield, Township Clerk