

CHARTER TOWNSHIP OF MERIDIAN  
TOWNSHIP BOARD BUDGET WORKSHOP MINUTES - **APPROVED** -  
5151 Marsh Road, Okemos, MI 48864-1198  
349-1200, Town Hall Room  
TUESDAY, OCTOBER 10, 2000, **6:00 P.M.**

PRESENT: Supervisor McCullough, Clerk Helmbrecht, Treasurer Klunzinger, Trustees  
McGillicuddy, Milliman, Such  
ABSENT: Trustee Squiers  
STAFF: Township Manager Gerald Richards, Director of Engineering & Public Works Roger  
Buell, Director of Finance Diana Hasse, Assistant Director of Public Works-  
Maintenance Jon Stoppels, Sewer System Maintenance Supervisor Larry Ondrias, Chief  
Engineer Younes Ishraidi, Building Maintenance Supervisor Pete Wade, Water  
Distribution Maintenance Supervisor Archie Virtue

1. CALL WORK SESSION TO ORDER  
Supervisor McCullough called the Work Session to order at 6:00 p.m.
2. PLEDGE OF ALLEGIANCE  
Supervisor McCullough led in the saying of the Pledge of Allegiance
3. PUBLIC REMARKS (None Present)
4. BUDGET REVIEW
  - Director of Accounting and Budgeting – Diana Hasse
    - Accounting & Budgeting Department pages 10-11
    - Transfers Out (General Fund) page 57
    - Capital Outlay (General Fund) page 56
    - Debt Service Funds pages 83-86
    - Utility Billing - (Public Works) pages 96-97
  - Director of Public Works & Engineering [General Fund] – Roger Buell
    - Public Works Administration pages 22-23
    - Building Maintenance pages 24-25
    - Grounds Maintenance pages 26-27
    - Cemetery pages 28-29
    - Street & Highways page 38

Board Members discussed:

- Changes to organizational chart: page 25 Transfer Station Attendant falls directly under the Assistant Director of Public Works
- Replacement carpeting
- Page 26 Salaries-Temporary Help: Reduction of \$2,000 in 2001 Recommended to \$8,000
- Page 28 Salaries-Temporary: increase 2000 projected to \$ 11,100 and set 2001 Recommended to \$10,000
- Township road maintenance education program for residents

[Director Buell handed out a map detailing Township proper pre- and post-millage parks]

- Director of Public Works - Roger Buell
  - Motor Pool Fund pages 110-111

Board Members discussed:

- Page 110 change "Supervisory truck" to "Work truck" and increase amount from \$32,000 to \$38,000

- Need for mower
- Concept of a Motor Pool
- Vehicle purchasing process
  
- Director of Public Works & Engineering - Roger Buell
  - Pedestrian/Bicycle Pathway Fund pages 59-60
  - Water/Sewer Administration pages 92-93
  - Engineering pages 98-99
  - Water Supply pages 100-101
  - Water Distribution Maintenance pages 102-103
  - Sewer System Maintenance pages 104-105
  - Capital Outlay page 106
  - Fixed Obligations page 107
  - Capital Projects Funds pages 87-89
  - General Fund Park Maintenance page 48
  - Parks Millage Fund Park Maintenance page 67

Board Members Discussed:

- Page 59 Expenditure Summary; Equipment/Vehicle Maintenance 2000 Projected should be \$12,550 and 2001 Recommended should be \$16,790
- Delays in annual Pedestrian/Bicycle Pathway Construction Program
- Entrance signs for the pathway system
- Page 92 Contractual/Professional Services
- Page 92 Conference/Dues line item description
- Page 98 Engineering Clerical position
- Contractual Services with City of East Lansing
- Impact of Board of Water & Light on water supply
- Page 102 Operating Supplies
- Water meter replacement
- Page 105 Contractual Services, Pump replacement and controls at Woodhill and East End Pump Stations should state "Telemetry Upgrade"
- Contribution to storm sewer installation
- Smoke testing of sanitary sewers
- Water main replacement
- Joint Planning with Drain Commissioner to prevent flooding and infiltration in Towar area
- Water & sewer service rate increase
- Page 67 Salaries – Temporary: increase from \$0.00 to \$3,000

Board Members discussed the following items:

- handling of budget at regular meeting.
- Mobile data terminals
- Riverfront Park grant

5. PUBLIC REMARKS (None Present)

6. ADJOURNMENT

Supervisor McCullough adjourned the Work Session at 7:32 p.m.

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BILL McCULLOUGH  
TOWNSHIP SUPERVISOR

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MARY M. G. HELMBRECHT  
TOWNSHIP CLERK

Paul J. Cassidy, Secretary