

CHARTER TOWNSHIP OF MERIDIAN  
TOWNSHIP BOARD BUDGET DELIBERATION – **APPROVED** -  
5151 Marsh Road, Okemos, MI 48864-1198  
853-4000, Town Hall Room  
TUESDAY, SEPTEMBER 13, 2005, **6:00 P.M.**

PRESENT: Supervisor McGillicuddy, Clerk Helmbrecht, Treasurer Hunting, Trustees Brixie, Such, Veenstra, Woiwode  
ABSENT: None  
STAFF: Township Manager Gerald Richards, Police Chief Dave Hall, EMS/Fire Chief Fred Cowper, Assistant Township Manager/Personnel Director Paul Brake, Director of Finance Diana Hasse

1. CALL MEETING TO ORDER  
Supervisor McGillicuddy called the meeting to order at 6:02 P.M.
2. PLEDGE OF ALLEGIANCE  
Supervisor McGillicuddy led the Pledge of Allegiance.
3. ROLL CALL  
Supervisor McGillicuddy called the roll of the Board.
4. BUDGET DISCUSSION  
Township Manager Richards summarized the introduction section of the budget.

Board members discussed the following:

- Staff to provide population projections based on new residential housing starts to show growth from year to year
- Reduction in part-time positions were intern related
- Request for staff to provide information on partnerships with neighboring communities for Phase II Stormwater Permit, how current budgeted amount is being spent and anticipated costs for the future
- Money budgeted for Phase II Stormwater Permit is for work being done by the Ingham County Drain Commissioner (ICDC) for part of the Remy Chandler Drain near the Towar Gardens area and assessments for watersheds within the Township
- First payment for the Towar Gardens sanitary and storm sewer project will be in 2007
- Costs associated with a possible single hauler for waste and curb side residential recycling
- Board input on how Towar Garden sanitary and storm sewer project is assessed
- Drain Commissioner establishes the share both the Township and the residents pay for the Towar Garden sanitary and storm sewer project
- Drain Commissioner in the process of taking bids for the Towar Garden project
- Board input into refurbishing of the south water tower
- Board submission of technical changes
- Follow-up survey to the one conducted in 2003
- Savings realized by the energy savings program started a few years ago in the Township

Township Manager Richards opened the General Fund section for Board questions.

Board Members and staff discussed the following:

- State accounting rules dictate inclusion of Building and Planning in Public Safety Department Expenditure Summary
- Appreciation to staff for the user friendly budget format
- Monitoring of contractual outsourcing for some custodial services

Director Hasse summarized the Special Revenue Funds for discussion.

Board Members and staff discussed the following:

- Nancy Moore Beautification Fund can be used to beautify any park within Meridian Township
- Change Nancy Moore Park Fund to Nancy Moore Beautification Fund

Director Hasse summarized the Debt Service Funds.

Director Hasse summarized the Public Works & Engineering funds for discussion.

Board Members and staff discussed the following:

- Radio read recorded in the capital outlay portion of the water fund
- Sewer fund to pay for one-half (½) of the radio read
- Theme for water main construction will be to design projects in 2006 year and install the following year
- Water consumption charge, sewer treatment charge and the billing charge are tied to how much water is used
- Decline in sewage treatment due to waste water optimization project and the Township's sewer lining program
- Partial replacement of meters will result in more detailed readings for commercial accounts with resulting increase in revenue
- Design and commencement of construction for the Northwest Interceptor (Okemos Road to Grand River) will take place in 2006

Director Hasse summarized the Motor Pool funds for discussion.

Board Members and staff discussed the following:

- Motor pool charge to each department under equipment rental section
- Need to build a balance in the motor pool fund to purchase equipment when necessary
- One of the main functions of the motor pool is to track costs in order to replace equipment when necessary
- Necessity for reallocation of equipment
- Most equipment is dedicated; some is pooled
- Motor pool is a more efficient system than previously used

Supervisor McGillicuddy opened the floor for general budget discussion.

Board Members and staff discussed the following:

- Five year projection spread sheet
- Five year projection assumptions based on trends
- Staff willingness to meet with Board members to answer additional budget questions
- Submission of typographical errors to the Director of Finance
- Placement of budget introduction and resolution on the Township website

[Treasurer Hunting requested to be excused and left the room at 7:02 P.M.]

- Listing of locations on the Township website where public copies of the budget are available
- Notice and possible news release for the public hearing to be held at the October 4, 2005 meeting
- Public copies available at public libraries and the Clerk's office
- Reserve amount is a percentage of expenditures
- As expenditures increase, the reserve requirement increases
- Revenues must increase faster than expenditures to maintain a minimum reserve
- Operating costs per month would be less than per month expenditures noted in the budget
- Board policy decision regarding a minimum fund balance requirement
- Response to questions raised from the public

**It was the consensus of the Board to place the public hearing for the budget on the Township Board's agenda for October 4, 2005.**

#### 5. PUBLIC REMARKS

Supervisor McGillicuddy opened Public Remarks.

John Anderson, 215 W. Newman Road, Okemos, expressed concern over the continued decreasing fund balance since 2002, the decrease in state revenue sharing, increase in legal expense funds and

whether to raise taxes or cut services to address budget problems.

Supervisor McGillicuddy closed Public Remarks.

6. ADJOURNMENT

Supervisor McGillicuddy adjourned the meeting at 7:35 P.M.

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SUSAN MCGILLICUDDY  
TOWNSHIP SUPERVISOR

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MARY M. G. HELMBRECHT  
TOWNSHIP CLERK

Sandra K. Otto, Secretary