

CHARTER TOWNSHIP OF MERIDIAN
TOWNSHIP BOARD BUDGET WORKSHOP MINUTES - **APPROVED** -
5151 Marsh Road, Okemos, MI 48864-1198
349-1200, Town Hall Room
THURSDAY, SEPTEMBER 14, 2000, **6:00 P.M.**

PRESENT: Supervisor McCullough, Clerk Helmbrecht, Treasurer Klunzinger, Trustees Milliman and Such (6:15 p.m.)
ABSENT: Trustees McGillicuddy and Squiers
STAFF: Township Manager Gerald Richards, Director of Community Planning & Development Mark Kieselbach, Director of Parks & Recreation LuAnn Maisner, Personnel Director/Assistant Manager Paul Brake, Director of Finance Diana Hasse, Assessor Bruce Little, Computer Specialist Stephen Gebes

1. CALL WORK SESSION TO ORDER

Supervisor McCullough called the meeting to order at 6:00 p.m.

A. Pledge of Allegiance

Supervisor McCullough led the Pledge of Allegiance.

2. APPROVAL OF AGENDA — OR CHANGES

Supervisor McCullough invited comments on the agenda.

Trustee Milliman moved to approve the agenda as submitted. Seconded by Treasurer Klunzinger.

VOICE VOTE: Motion carried 4-0.

3. PUBLIC REMARKS (None present)

Supervisor McCullough invited Board Members comments.

Treasurer Klunzinger commented on, and the Board discussed a problem with the CATA Redi-Ride bus being completely booked up from 2:30 p.m. until 4:00 p.m. to service St Martha's Catholic Schools.

4. BUDGET PRESENTATION & DISCUSSION

Manager Richards introduced the proposed 2001 budget. He discussed a memorandum regarding potential needs/uses for the unreserved fund balance.

[Trustee Such arrived 6:16pm]

Board Members discussed the following items:

- Appropriate percentage for the Unreserved Fund Balance
- Proposed Staffing Plan
- Proctor Drain Debt
- Information Services Department
- Impact of two (2) new EMS/Firefighter positions on overtime
- Addition of Engineering Department clerical position
- Detailed Revenue Summary (See Proposed Budget Page 1)

Manager Richards introduced the following Department Directors who presented their proposed budgets.

- Township Assessor – Bruce Little
Assessing Department.....pages 12-13

Board Members discussed the proposed staffing alignment and vehicle replacement.

- Director of Community Planning & Development - Mark Kieselbach
Building Department pages 34-35
Planning Department pages 36-37

Board Members discussed re-bidding of Wetland Consultant.

- Clerks - Mary Helmbrecht
Elections Department....pages 8-9
Clerk Department.....pages 14-15

Board Members discussed the following items:

- Changing the title of the account classification under Elections “Transportation-Elected Officials” to “Transportation-Election Officials”
- Reduction in the number of Optical Scanners initially purchased
- Potential for underwriter of Community Guide
- Codification of Township Ordinances

- Treasurer - Thomas Klunzinger
Treasurer Department....pages 20-21

- Assistant Township Manager/Director of Personnel - Paul Brake
Administrative Services.....pages 6-7
Township Manager/Personnel Department...pages 16-17
Human Services Program.....pages 40-41
Community Activities.....pages 52-53
Cable TV Fund.....pages 75-77
Community Needs Fund.....page 80

Board Members discussed the following items:

- Legal Advertisement Costs
- Policy for periodic re-bidding of contractual services
- OSHA requirements for office furniture and work areas
- Employee Wellness Program
- Worksite & Community Health Promotion Grant
- Township Internships
- Community Band shell project
- Cable TV Fund: Administrative charges
- Cable TV Capital Items and upgrade to digital equipment

Manager Richards reminded the Board the next Budget Workshop is scheduled for September 26th.

5. PUBLIC REMARKS

Supervisor McCullough opened Public Remarks.

No one spoke.

Supervisor McCullough closed Public Remarks.

6. ADJOURNMENT

Supervisor McCullough adjourned the Work Session at 8:12 p.m.

BILL McCULLOUGH
TOWNSHIP SUPERVISOR

MARY M. G. HELMBRECHT
TOWNSHIP CLERK

Paul J. Cassidy, Secretary