



**ACME TOWNSHIP SPECIAL BOARD MEETING
ACME TOWNSHIP HALL
6042 Acme Road, Williamsburg MI 49690
7:00 p.m. Wednesday, June 22, 2005**

Meeting called to Order with the Pledge of Allegiance at 7:00 p.m.

PLEDGE OF ALLEGIANCE

Members present: B. Boltres, W. Kladder, B. Kurtz, P. Scott, Erick Takayama, Frank Zarafonitis

Members excused: D. Dunville

INQUIRY AS TO CONFLICTS OF INTEREST: None noted.

A. CONSENT CALENDAR:

Motion by Kladder, support by Takayama to approve the Consent Calendar as presented, including;

RECEIVE AND FILE:

1. Draft unapproved minutes from the **06/13/05 Infrastructure Advisory Committee Meeting**

ACTION:

1. Approval of **regular Board meeting minutes for 06/07/05**, and closed session meeting minutes for 06/07/05
2. Approve Agreement for Collection of Summer School Property Taxes between **Traverse Bay Area Intermediate School District and Acme Township**
3. Approve Agreement for Collection of Summer School Property Taxes between **Traverse City Area Public Schools and Acme Township**
4. Approve **letter to DPW** asking for assistance in evaluating offer by Grand Traverse Band of Ottawa and Chippewa Indians to sell bulk water to the township for redistribution.

Motion carried unanimously.

B. LIMITED PUBLIC COMMENT:

Andy Andres, 2946 M-72, feels that some microphones would be welcome to help the audience hear Board discussion better.

Kim Challender, 4836 Bunker Hill Road, asked about the budget spreadsheet and whether it could be done in the accounting software rather than in a separate spreadsheet. She noticed that some of the line item numbers don't match up to accounting printouts she has received to date, and if there is duplication of effort. She also believes some of the totals are incorrect. Corpe responded that the spreadsheets being used were created some years ago. Some line items don't match up to those in the accounting software, as there has been unintended duplication of line items and we are trying to re-consolidate them to the ones most frequently used. The original spreadsheet was revised for this meeting because on two pages faulty formulae were discovered and corrected, which should have solved any mathematical problems.

C. CORRESPONDENCE:

1. Undated **letter from Kimberly Challender**: read for the public by Kurtz. Kurtz apologized for giving a slow response to her letter, and regretted the incident to which it referred. Each member of the Board must be responsible for his or her

actions. Ms. Challender agreed, but also felt it would have been appropriate for Kurtz to say something to Boltres while the incident was occurring. Kurtz stated a hope and expectation that individuals on both sides of the table will try to remain calm at meetings going forward.

D. PUBLIC HEARINGS:

1. Consider adoption of proposed 2005-06 Budget: Kurtz noted that the Board reviewed the proposed budget at the June 7 meeting. Since that time some minor changes have been made, which are detailed in a memo from Corpe. The proposed budget is still "balanced" but "tight." Every attempt has been made to produce realistic revenue expectations, and all department heads were involved in producing figures for their cost centers. Review could proceed by line item, by cost center, or by stopping only at points where there are questions.

Kladder asked about the publications line item in the Planning & Zoning cost center. He originally misread it as being increased, but it is decreasing significantly. Zarafonitis stated that his questions have been answered so far and that it appears to be a generally good budget.

Takayama expressed concern that budgeting \$35,000 for planning consultation services will not be sufficient, considering that the coming year will bring a significant project load. Creation of the future land use map will be undertaken, and it is likely that potential revision to ordinances will be discussed as well. Larger amounts in previous years occurred before the fee escrow policy for SUP applications was introduced, which should have a positive impact.

Zarafonitis is concerned about the lack of an allocation for educational opportunities for Board members, such as attendance at the annual MTA convention. He would like to see some funds allocated to this purpose, and proposed \$2,000, the same amount budgeted for this purpose for the current fiscal year, was inserted. Kladder noted that his ability to attend such events will be hampered because he works during the day. Consensus was reached to insert \$1,000.

Takayama asked about Internet costs; Corpe reported that this line item includes both the cable internet access and annual website/e-mail hosting. Kladder asked if the police and fire offices also have access through the township's service; the police department maintains entirely separate systems, and the fire hall has separate cable internet service paid for through Metro Fire. Kladder recommended looking into whether one cable account can be shared by the fire and general offices.

Kladder asked if payment for the TART extension on Bunker Hill road was made; Kurtz stated that it has.

Public Hearing opened at 7:31 p.m.

Ms. Challender stated that she thought the spreadsheet for the Board of Trustees, 04/05 amended contained a mathematical error. Corpe stated that the Excel spreadsheet is automatically totaling the figures above the total line, but began double checking.

Lewis Griffith, 5181 Lautner Road, asked why a special meeting is being held to adopt the budget, rather than doing it at a regular meeting. Corpe stated that a special meeting at the end of June each year, often the last in a series of special meetings, has been held since she began taking minutes 9 years ago. Kurtz

noted that there was some preliminary discussion regarding the budget at the June 7 regular meeting.

Public Hearing closed at 7:39 p.m.

Corpe's double-checking found that seeming errors in totals resulted from some lines in the spreadsheets being set not to show up on printouts because they were duplicative and not intended to be used in the coming year. These lines could not simply be deleted from the spreadsheet because they contain information for prior years (if all portions of the spreadsheet are set to show, there is data all the way back to the 1999-2000 budget year) that would change the data for the prior years. She read off the places where this had occurred while reformatting the spreadsheet to show all of the lines that were not formerly printing out and will ensure that this copy is attached to the minutes as the final budget spreadsheet.

Kladder asked who is technically responsible for preparing the budget; statutorily it is Kurtz's responsibility. He worked closely with staff and officers to develop the figures.

Mr. Griffith asked what the key difference is between last the current and coming year budgets. He noted that there has been no discussion regarding legal fees. Kurtz mentioned the proposed amendment to the township's contract with Olson, Bzdok & Howard that will provide non-litigation services for a flat \$1,000/month. Mr. Griffith asked for a comparison of the current year's legal fees budget to the projections for the coming year. Corpe totaled the information and found that for litigation the former Board originally budgeted \$25,000, the April budget amendment increased this to \$65,000 and next year we are projecting a \$30,000 expense. For general attorney services \$27,500 was originally projected, in April the amount was amended to \$83,000 and for next year the projected amount based on the proposed new contract is \$12,000.

Kladder appreciated the way the budget was prepared and the level of participation by the staff.

Motion by Kladder, support by Zarafonitis to approve the budget for 2005-06 as amended.

- E. **PUBLIC COMMENT & OTHER BUSINESS THAT MAY COME BEFORE THE BOARD:**
Zarafonitis agreed with Mr. Andres that a microphone system would be beneficial to the public.

Meeting adjourned at 7:56 p.m.