

Minutes of a special meeting of the

Brown Township Board

Brown Town Hall – June 26th, 2021

The special meeting was called to order by Supervisor Paul Adamski at 10:05 a.m.

Board Members Attendance: Present: Paul Adamski, Supervisor; Deborah Knutson, Clerk; Lani Millsap, Treasurer; Timothy Joseph, Trustee; Paul Wondolowski, Trustee.

Others in attendance: Pamela Tompke

The purpose of the meeting is **budget review and planning**.

Revenues from the previous fiscal year were reviewed and discussed. Because of Covid-19, revenues were down because of fewer hall rentals and land use permits.

Expenditures from the previous fiscal year and what is anticipated for the upcoming year were reviewed and discussed. In the future Marijuana fees will be broken down under another line item.

The following line items needed to be amended to create a balance of all line items

<u>Transfer the amount of</u>	<u>from line item</u>	<u>to line item</u>
\$551.00	101.000 (Twp. Board)	215.000 (Clerk)
\$479.00	101.000 (Twp. Board)	262.000 (Elections)
\$105.00	101.000 (Twp. Board)	247.000 (BOR)
\$7,436.00	253.000 (Treasurer)	265.000 (Town Hall)

There was a motion made by Tim Joseph, second by Paul Wondolowski to amend the current fiscal year budget by transferring a total of \$8,571.00 as listed above.

There was a discussion of **salary adjustments**. Many positions have not received raises for quite some time.

Tim Joseph made a motion to raise Planning Commission Chair from \$92.00 to \$125.00 per meeting, second by Paul Wondolowski; Roll call vote. 5 - Yes; 0 - No. Motion carried.

Lani Millsap made a motion to raise Planning Commission Secretary from \$75 to \$100 per meeting, second by Deborah Knutson. Motion carried.

Lani Millsap made a motion to raise Planning Commission member from \$75 to \$80 per meeting, second by Deborah Knutson. Motion carried.

Deborah Knutson made a motion to raise Board Appeals Chair from \$60 to \$125.00 per meeting, Board of Appeals Administrative Work from \$60 to \$100 per meeting and Board of Appeals member from \$50 to \$80 per meeting. Motion carried.

Tim Joseph made a motion to raise Board of Review from \$105 to \$125 a day and \$60 for Board of Review organizational/administrative meeting, second by Deborah Knutson. Motion carried.

Tim Joseph made a motion to raise Election Inspector, Chair from \$13 an hour to \$16 an hour and Election Inspectors from \$12 an hour to \$15 an hour, second by Lani Millsap. Motion carried.

Deborah Knutson made a motion to raise the Hall Administrator pay from \$15 to \$20 a rental, second by Tim Joseph. Motion carried.

Tim Joseph made a motion to increase the Land Use Application and Land Use Parcel Split Review from \$50 to \$75, second by Paul Wondolowski. Motion carried.

Since there have been no raises since 2006 and comparisons were made with other townships in the county for the Supervisor, Clerk and Treasurer, a salary resolution was made by Tim Joseph to raise the Supervisor, Clerk and Treasurer 25%, second by Paul Wondolowski. Roll call vote: 5 – Yes, 0 – No. Motion carried.

Deborah Knutson made a motion to raise the Trustees wage from \$100 to \$125 per meeting, second by Lani Millsap. Motion carried.

Deborah Knutson made a motion to give Deputies (Deputy Supervisor, Deputy Clerk and Deputy Treasurer) \$15 an hour, second by Tim Joseph. Motion carried.

After the salary increases the budget was looked over and changes were made for the fiscal year 2021/2022 and approval was made by Tim Joseph, second by Paul Wondolowski. Motion carried.

There being no further business, the special meeting was adjourned at 12:30 p.m.

Minutes of a special meeting – Part 2

Brown Township Board

Brown Town Hall – June 26th, 2021

The special meeting was reconvened at 12:34 p.m. by Supervisor Paul Adamski.

Board Members Attendance: Present: Paul Adamski, Supervisor; Deborah Knutson, Clerk; Lani Millsap, Treasurer; Timothy Joseph, Trustee; Paul Wondolowski, Trustee. Others in attendance: Pamela Tompke

The **adoption of the proposed budget** for fiscal year 2021 – 2022 is the subject of the meeting.

The proposed budget and millage allocations were briefly reviewed. There was a motion by Tim Joseph and a second by Paul Wondolowski to adopt the budget as proposed for the upcoming fiscal year (July 1, 2021 – June 30, 2021).

The motion carried with a unanimous vote (5-0). **The Supervisor declared the budget adopted.**

There being no further business, Tim Joseph made a motion to adjourn at 12:38 p.m., second by Paul Wondolowski.

Minutes recorded by Deborah Knutson, Clerk

Minutes approved: _____