

# Minutes of a special meeting of the Brown Township Board

## Brown Town Hall – June 26, 2024

The special meeting was called to order by Supervisor Paul Adamski at 10:06 a.m.

**Board Members Attendance:** Present: Paul Adamski, Supervisor; Deborah Knutson, Clerk; Melissa Hughey, Treasurer; Timothy Joseph, Trustee; Paul Wondolowski, Trustee.

**Others in attendance:** None.

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

Revenues from the previous fiscal year were reviewed and discussed. \$5,000 were added to Roads bringing Roads to \$55,000.

Expenditures from the previous fiscal year and what is anticipated for the upcoming year were reviewed and discussed. Deborah Knutson mentioned that the Township Board was over \$3,425.44 because the audit wasn't budgeted for last year and there were legal fees for updating the Investment Policy. The Zoning Administrator was over by \$500.04 because the salary increase was not budgeted. Planning Commission was over \$9,264.58 for the legal fees due to updating the Zoning Ordinance.

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>
<b>\$3,425.44</b>	<b>101.265 (Township Hall)</b>	<b>101.101 (Township Board)</b>
<b>\$500.04</b>	<b>101.336 (Fire Service)</b>	<b>101.371 (Zoning Administrator)</b>
<b>\$9,264.58</b>	<b>101.446 (Roads)</b>	<b>101.400 (Planning Commission)</b>

There was a motion made by Deborah Knutson to amend the current fiscal year budget by transferring a total of \$13,190.06 as listed above; seconded by Tim Joseph. Roll call – 5 – yes, 0 - no. Motion carried.

There was a discussion of **salary adjustments**. Deborah Knutson made a motion to increase the Supervisor's salary to \$8,000 a year, Treasurer's salary to \$9,000 a year, Clerk's salary to \$13,000 a year, Board of Appeals chair to \$150.00 a meeting, Board of Appeals Administration work to \$125.00 a meeting, Board of Appeals member to \$100 a meeting and Land Use Parcel Split Review to \$100, Zoning Appeal Hearing Fee - took off up to \$250 refund and Special Use Permit Application Fee going up to \$750 and up to \$250 refund being taken off; Melissa Hughey seconded. Roll call vote 5 – yes, 0 - no. Motion carried.

After the salary increase, the budget was looked over and changes were made for the fiscal year 2024/2025. The changes that were made was \$1,000 more to Clerk for salary increase, \$500 more to Treasurer for salary increase and postage, \$2,000 more to Elections, \$4,000 more to Township Hall for flooring and parking lot sealing and striping.

There being no further business, Paul Wondolowski made a motion to close the special meeting; Tim Joseph seconded. Meeting was adjourned at 12:04 p.m.