

**BURT TOWNSHIP  
BOARD MINUTES  
February 1, 2024**

The budget workshop meeting of the Burt Township Board was called to order at 2:00 pm by Supervisor Harold Koviak

**PRESENT:** Harold Koviak, Shirley Reimann, Katie Parker, Christy Kozlowski, Gene Hodulik

**Also Attending:** Jim Larson (Zoning Administrator), Fred Lindroth (Township Assessor), Max Boetger

**AGENDA -** Koviak

**MOTION:** Moved by Parker, supported by Hodulik to approve the agenda

**MOTION APPROVED**

**PUBLIC COMMENT**

**APPROVAL OF MINUTES** – Minutes of January 4, 2024

**MOTION:** Moved by Hodulik, supported by Parker to approve the minutes of the January 4, 2024 meeting

**APPROVAL OF BILLS**

**MOTION:** Moved by Parker, supported by Reimann to approve the bills

**TREASURERS REPORT** – As of January 2024

Certificates of Deposit

Citizens National Bank	\$26,263.63
Citizens National Bank	\$28,337.17 (2-year bond)
PNC	<u>\$55,894.35</u>
Total CD's	\$110,495.15

Savings	\$ 413,099.96
Checking	\$ 29,751.87

Citizens: Trail Account	\$717.73
Citizens: Trail Maintenance Acct	\$78,978.64

**MOTION:** Moved by Hodulik supported by Kozlowski to approve the treasurers report as presented

**NEW BUSINESS**

1. Current Budget Adjustments if needed

Synopsis of changes from 2023-2024 budget (if not mentioned, approved budget stayed the same):

**Revenue – n/a**

**Expenses**

- **Insurance** – increase from \$7,500 to \$8,200 due to current invoices
- **Elections** – increase from \$3,000 to \$7,000 due to August 2023 and Presidential Primary in Feb 2024
- **MTA Convention** – increase from \$2,000 to \$2,200 based on actual spent
- **Fire** – increase from \$116,760 to \$153,064 based on updated taxable value and what was issued Mullett and Pellston

- **Road Millage Account** – increase from \$0 to \$5,000 due to Maple Bay Rd deposit

**MOTION:** Moved by Hodulik, supported by Parker to amend the 2023-2024 budget expenses for Insurance, Elections, MTA Convention, Fire and Road Millage Account

2. 2024-2025 Budget Workshop

Synopsis of changes for 2024-2025 budget (if not mentioned, previous year budget stayed the same):

**Revenue**

- **Swamp Tax** – increase to \$4,000 based on what was received for 23/24
- **Interest** – increase to \$1,500 due to increase in 23/24 and upcoming participation in Michigan Class
- **Property Tax & PTAF** – increase to \$302, 420.93 per Reimann
- **Property Tax Fire Account** – increase to \$165,526.97.09 per Reimann
- **Road Account Millage** - increase to \$81,653.16 per Reimann
- **Transfer Station Permits** – increase to \$20,000

**Expenses**

- **Wages**
  - **Clerk** – increase from \$19,800/year to \$21,600/year due to ongoing additional election duties
  - **Clerk Supplies** – increase from \$8,000 to \$9,000 for purchase of fire safe filing cabinets
  - **Supervisor Supplies** – increase from \$8,000 to \$9,000 for purchase of fire safe filing cabinets
  - **Treasurer Supplies** – increase from \$10,000 to \$11,000 due to needed computer purchase
  - **Board of Review** – Organizational meetings from \$110/meeting to \$125/meeting, appeals meetings stay at \$275/meeting, regular meeting (2x per year) increase from \$165/meeting to \$175/meeting, no change to 2024-2025 budget
  - **Assessor** – increase card fee from \$17.50/card to \$20/card, no increase of yearly budget for 2024-2025
- **Legal & Professional Services** – increase to \$25,000 due to possible litigation in 2024
- **Elections** – Estimated at \$10,000 due to three more elections in 2024
- **Fire** - Pellston increase from \$40,000 to \$60,000 and first responder from \$2,500 to \$3,000 and Mullett at \$80,564 based on 2023-2024 (actual for 24/25 may be higher based on assessed values)
- **Roads Other** - \$160,000 (Chicagami @91,200, Cedar Point @ 48,400 and afton stone)
- **Road Millage Account** - \$221,500 (Maple Bay @ 246,500 less 25,000 from road commission)
- **Cemetery** – increase from \$7,000 to \$10,000 for needed maintenance
- **Parks & Rec** – decrease to \$30,000 (was increased additional \$40,000 due to trail paving in 23/24)

**Trail Budget**

- Planning \$52,800 in trail paving and \$18,300 in improvements and maintenance

**PUBLIC COMMENT**

Next meeting March 7, 2024 at end of Public Budget Hearing at 1:45pm

**MOTION:** Moved by Reimann, supported by Hodulik to adjourn. Meeting adjourned at 3:02 pm.

**MOTION APPROVED**

Respectfully submitted,  
Christy Kozlowski, Clerk