

**Vergennes Township Board
Special Meeting
10381 Bailey Drive- Lowell, MI 49331**

**MINUTES
January 17, 2018**

A Special Meeting of the Vergennes Township Board was called to order on January 17, 2018 at 10:10 a.m. by Supervisor Wittenbach. Also present were Mork, Rasch, Hoffman and Gillett. The purpose of the meeting was to work on formulating the 2018-19 budget and any other items that come before the Board.

Revenues were reviewed, and proposed figures added to the 18-19 budget for approval in March. State Revenue Sharing for the 18-19 FY is estimated to be \$336,000.

It was noted that in the event of a hall relocation, grants will be applied for and the Grant revenue and expenditure lines should be given additional consideration.

Regarding the Fire Equipment Fund, it was decided that \$50,000/yr is still a good amount to put aside. Wittenbach noted that the LAFA is working on a 5 year plan to roll out full time personnel. The Quarterly payments have not been readjusted, so the budget will remain the same.

Hoffman and Stone will provide Election expenses in February, and Wittenbach will meet with Rashid in February to develop Assessing budget figures.

The annual LARA commitment is 2K, but an additional 5K was committed in 2017 for payment in the 18-19 FY.

Raises were discussed and determined. Elected Officials to receive a \$1,000 raise in salary. Hoffman to gather neighboring township data on Trustee pay to discuss further. No raise to Board/Commissioner per diems. Zoning Administrator/Planning Coordinator salary to be given a 3% raise. Hourly employees received raises in 2017. The Board will adopt a complete Salary Resolution in February.

The subject of meeting pay for appointed community boards was discussed again. It was noted that Authorities such as LARA and LAFA *require* representation as part of the Authority agreement. These are different than community boards such as the Airport Board, which *request* representation. The Board decided to pay representatives of Authority based boards a \$75 per diem. Hoffman will be contacting MTA and the Auditor for guidance, and checking with Lowell Township to see how they process payments for their various community representatives and will make a recommendation in February.

There was Board discussion about the memo that was handed to the Board during public comment at the January 15, 2018 board meeting. The Board did not find a conflict of interest with any of the Planning Commission members. There is nothing in statute that requires the memo be made part of the official Township Board minutes. It was noted that the memo was of the author's opinion. It was noted that statute requires that correspondence be retained for one year.

The meeting was adjourned at 3:30 pm.