

Minutes of the March 28, 2023, Budget Meeting of Sherman Township

The 2023-24 budget meeting for Sherman Township was held on March 28, 2023, at 6:30 pm at the meeting room of the Sherman Township Hall. After the pledge of allegiance roll call was taken and members in attendance were Karen Berens, Doug Berens, Stan Stroven, Ken Smalligan and Jamie Kukal.

Motion was made by S Stroven and 2nd by D Berens to approve the agenda. All approved, motion passed.

There was no public in attendance to make a comment.

For old business Supervisor-Smalligan presented a bid from Cintas for an AED device, for the township hall emergencies, at the cost of \$126 per month. That price includes the device and a monthly maintenance visit. Motion was made by K Berens and 2nd by S Stroven to accept the bid from Cintas at \$126 a month for an AED device. Roll call vote was taken. Yes; K Berens, D Berens, S Stroven, K Smalligan, and J Kukal No; none Motion passed. Clerk- Kukal presented her figures for the consideration of Sexton's clerical monthly salary. Kukal had recommended the wage be set at \$250 a month. S Stroven suggested that the board consider \$50 a month. K Smalligan voiced his concern that \$50 would not be enough compensation. Motion was made by S Stroven and 2nd by K Berens to set the sexton's clerical wage at \$50 per month and if she feels like she is spending more time on clerical duties, where she needs the wage increased, she can bring it back to the board for review. Roll Call vote was taken. Yes; K Berens, D Berens, and S Stroven. No; K Smalligan and J Kukal. Motion passed. Clerk-Kukal presented a bid from BS&A Software for online township public records search software and services that would make the township compliant with PS660 of 2018. Motion was made by K Berens and 2nd by D Berens to accept the bid for the free version of BS&S online township public records search software and service. All approved, motion passed.

Clerk Kukal led the board through the adjustments for the 2022-23 budget and recommended no need for any transfer of funds to close out the 2022-23 budget. A motion was made by D Berens and 2nd by S Stroven to accept the adjusted budget. All approved, adjusted budget adopted.

Motion was made by S Stroven and 2nd by D Berens to open the public hearing for the proposed 2022-2023 budget. Vote taken, All yes, public hearing opened.

There was no public comment.

There was a motion by K Berens, 2nd by S Stroven to close the public hearing. Vote taken, all yes, public hearing closed.

Motion was made by J Kukal and 2nd by D Berens to adopt the proposed 2022-23 Budget. Roll Call vote was taken. Yes; K Berens, D Berens, S Stroven, K Smalligan, and J Kukal No; none Motion passed and the budget was adopted.

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Treasure-Berens announced that the monies for the township are kept in Huntington Bank and Gerber Credit Union.

Clerk-Kukal presented Resolution 2023-7 to establish the 2023-24 board meeting dates as follows.

April 3, 2023	August 7, 2023	December 4, 2023
May 1, 2023	September 5, 2023	January 2, 2024
June 5, 2023	October 2, 2023	February 5, 2024
July 3, 2023	November 6, 2023	March 4, 2024

All meetings are at the Sherman Township Hall at 2168 S Wisner and starting at 7:00pm. Special meetings may be held at other times.

The meeting dates for the Sherman Township Planning/Zoning Commission areas follows:

April 12, 2023	August 9, 2023	December 13, 2023
May 10, 2023	September 13, 2023	January 10, 2024
June 14, 2023	October 11, 2023	February 14, 2024
July 12, 2023	November 8, 2023	March 13, 2024

Motion was made by S Stroven and 2nd by K Berens to approve Resolution 2023-7 as presented. All approved resolutions adopted.

The meeting was adjourned at 8:30 pm

Submitted by; Jamie Kukal – Clerk

Jamie Kukal, Sherman Township Clerk
Balance Sheet
As of March 21, 2022

	<u>Mar 21, 22</u>
ASSETS	
Current Assets	
Checking/Savings	
MASTER ACCOUNT	
101-001 · General Fund cash	284,296.02
203-001 · Mayo Drive cash	18,133.36
220-002 · Robinson Lake Cash	33,889.57
221-001 · Crystal Lake Cash	57,813.86
336-001 · Fire protection millage Fr & WC	4,443.72
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Total MASTER ACCOUNT	398,576.53
151-001 · Cemetery cash	7,791.50
202-001 · Road Checking	19,752.28
249-001 · Capital acquisition cash	3,626.29
260-001 · Gerber FCU	
261-336 · Gerber Fire Runs Savings	58.25
263-001 · Gerber FCU ARPA Account	111,500.73
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Total 260-001 · Gerber FCU	111,558.98
401-001 · Winter Tax Account	776.93
402-002 · Summer Tax Account	8,683.68
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Total Checking/Savings	550,766.19
Total Current Assets	550,766.19
TOTAL ASSETS	<hr/> 550,766.19 <hr/>
LIABILITIES & EQUITY	550,766.19

Jamie Kukal, Sherman Township Clerk
Balance Sheet
As of March 22, 2023

	<u>Mar 22, 23</u>
ASSETS	
Current Assets	
Checking/Savings	
MASTER ACCOUNT	
101-001 · General Fund cash	351,787.77
203-001 · Mayo Drive cash	23,698.89
220-002 · Robinson Lake Cash	33,265.66
221-001 · Crystal Lake Cash	55,738.86
336-001 · Fire protection millage Fr & WC	7,017.71
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Total MASTER ACCOUNT	471,508.89
151-001 · Cemetery cash	2,034.10
202-001 · Road Checking	20,446.99
249-001 · Capital acquisition cash	3,626.29
260-001 · Gerber FCU	
261-336 · Gerber Fire Runs Savings	39.46
263-001 · Gerber FCU ARPA Account	135,634.05
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Total 260-001 · Gerber FCU	135,673.51
401-001 · Winter Tax Account	5,810.41
402-002 · Summer Tax Account	8,769.30
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Total Checking/Savings	647,869.49
Total Current Assets	647,869.49
TOTAL ASSETS	<hr/> 647,869.49 <hr/>
LIABILITIES & EQUITY	647,869.49

Master Account

Rollover Balance as of 3/17/22 \$ 284,296.02

General Fund Income

Category	22-23 Proposed	Actual YTD	22-23 Revised
CATV	\$ 11,000	\$11,822.14	\$ 11,900
Inves/Intrest	\$ 25	\$490.02	\$ 500
Permits	\$ 28,000	\$27,625.35	\$ 27,650
Misc	\$ 10,000	\$10,943.98	\$ 11,000
Township Cut of property tax	\$ 110,000	\$105,449.13	\$ 105,500
Hall Rent	\$ 21,000	\$3,370.00	\$ 3,370
Rev. Sharing	\$ 226,000	\$232,438.00	\$ 232,440
Total	\$ 406,025	\$392,138.62	\$ 392,360
Total Operating Funds		\$	676,434.64

Rollover Balance 3/21/23 \$ 351,787.77

General Fund Income

Category	23-24 Proposed	
CATV	\$ 13,000	
Inves/Intrest	\$ 200	
Permits	\$ 30,000	
Misc	\$ 15,000	
Township Cut of property tax	\$ 111,000	
Hall Rent	\$ 10,000	
Rev. Sharing	\$ 245,000	
Total	\$ 424,200	
Total Operating Funds		\$ 775,987.77

General Fund Expcnes

Category	22-23 Proposed	Actual YTD	22-23 Revised
Assessor	\$ 25,000	\$18,130.42	\$ 18,150
Bd or Rev	\$ 2,000	\$1,894.92	\$ 1,900
Clerk	\$ 8,700	\$8,437.32	\$ 8,440
Contingencies	\$ 25,000	\$0.00	\$ -
Elections	\$ 2,000	\$10,246.05	\$ 10,250
Fire Billing	\$ 500	\$570.00	\$ 570
Income tax	\$ 20,000	\$17,336.13	\$ 17,340
Inspectors	\$ 22,000	\$21,608.07	\$ 21,610
Ins/retirement	\$ 14,000	\$15,781.00	\$ 15,785
Misc	\$ 3,000	\$1,646.31	\$ 1,650
Parks	\$ 3,000	\$1,931.90	\$ 1,935
Planning	\$ 6,000	\$4,264.47	\$ 4,265
Supervisor	\$ 9,500	\$7,928.93	\$ 7,930
Twp board	\$ 25,000	\$44,040.26	\$ 44,040
Twp hall	\$ 16,000	\$17,610.90	\$ 17,611
Treasurer	\$ 15,000	\$11,445.24	\$ 11,445
Bank fees	\$ 200	\$131.75	\$ 131
Sexton Wages	\$ 6,000	\$3,951.05	\$ 3,951
Zoning	\$ 12,000	\$11,827.72	\$ 11,830
Professional Services	\$ 5,000	\$5,237.50	\$ 5,240
Junk Drive	\$ 3,000	\$2,100.00	\$ 2,100
Total	\$ 222,900	\$206,119.94	\$ 206,173
Net Income		\$	470,314.70

General Fund Expcnes

Category	23-24 Proposed
Assessor	\$22,000.00
Bd or Rev	\$2,000.00
Clerk	\$12,000.00
Contingencies	\$0.00
Elections	\$10,000.00
Fire Billing	\$600.00
Income tax	\$20,000.00
Inspectors	\$24,000.00
Ins/retirement	\$17,000.00
Misc	\$3,000.00
Parks	\$3,000.00
Planning	\$6,000.00
Supervisor	\$10,000.00
Twp board	\$45,000.00
Twp hall	\$18,000.00
Treasurer	\$15,000.00
Bank fees	\$200.00
Sexton Wages	\$6,000.00
Zoning	\$13,000.00
Professional Services	\$5,000.00
Junk Drive	\$2,500.00
Total	\$ 234,300

Township General Fund Transfers Debits

Category	22-23 Proposed	Actual YTD	22-23 Revised
Road fund	\$ 150,000	\$115,000.00	\$ 115,000
Cap acq	\$ -		
Cem	\$ 35,000	\$4,000.00	\$ 4,000
Total	\$ 185,000	\$119,000.00	\$ 119,000
Total General Fund Expenses	\$ 407,900	\$325,119.94	\$ 325,173
Total Net Income		\$	351,314.70

Township General Fund Transfers

Category	23-24 Proposed	
Road fund	\$ 185,000	
Cap acq		
Cem	\$ 5,000	
Total	\$ 190,000	
Total General Fund Expenses	\$ 424,300	
Total Net Income		\$ 351,688

Master Account

Rollover Balance as of 3/21/22 \$ 33,889.57

Robinson Lake Special Assessment Income			
Category	22-23 Proposed	Actual YTD	22-23 Revised
tax ass collected	\$ 11,500	\$12,417.68	\$ 12,418
Total	\$ 14,000	\$12,417.68	\$ 12,418
Total Operating Funds		\$	46,307.25

Robinson Lake Special Assessment Expense			
Category	22-23 Proposed	Actual YTD	22-23 Revised
PLM	\$ 19,000	\$12,196.59	\$ 12,200
State of Mich	\$ 800	\$800.00	\$ 800
Lawyer	\$ 1,000	\$45.00	\$ 45
Total	\$ 20,800	\$13,041.59	\$ 13,045
		\$	33,265.66

Rollover Balance as of 3/21/22 \$ 57,813.86

Crystal Lake Special Assessment Income			
Category	22-23 Proposed	Actual YTD	22-23 Revised
tax ass collected	\$ 12,900	\$12,600.00	
Total	\$ 12,900	\$12,600.00	
Total Operating Funds		\$	70,413.86

Crystal Lake Special Assessment Expenses			
Category	22-23 Proposed	Actual YTD	22-23 Revised
PLM	\$ 14,000	\$8,050.00	
Progressive AE	\$ 7,000	\$6,625.00	
Total	\$ 21,000	\$14,675.00	
Total Net Income		\$	55,738.86

Rollover Balance as of 3/21/22 \$ 18,133.36

Mayo Dr Special Assessment Income			
Category	22-23 Proposed	Actual YTD	22-23 Revised
tax ass collected	\$ 7,800	\$ 8,000.00	
Total	\$ 7,800	\$ 8,000.00	
Total Operating Funds		\$	26,133.36

Mayo Dr Special Assessment Expenses			
Category	22-23 Proposed	Actual YTD	22-23 Revised
Brine	\$ 1,000	\$400.00	\$ 400
Grading	\$ 6,000	\$1,284.47	\$ 1,285
Snow Plowing	\$ 3,000	\$750.00	\$ 750
Total	\$ 10,000	\$2,434.47	\$ 2,435
Total Net Income		\$	23,698.89

Rollover Balance 3/21/2023 \$ 33,265.66

Robinson Lake Special Assessment Income		
Category	23-24 Proposed	
tax ass collected	\$ 13,000	
Total	\$ 13,000	
Total Operating Funds		\$ 46,266

Robinson Lake Special Assessment Expenses		
Category	23-24 Proposed	
PLM	\$19,000.00	
State of Mich	\$800.00	
lawyer	\$500.00	
Total	\$ 20,300	
Total Net Income		\$ 25,965.66

Rollover Balance 3/21/2023 \$ 55,738.86

Crystal Lake Special Assessment Income		
Category	23-24 Proposed	
tax ass collected	\$ 12,600	
Total	\$ 12,600	
Total Operating Funds		\$ 68,339

Crystal Lake Special Assessment Expenses		
Category	23-24 Proposed	
PLM	\$ 14,000	
Progressive AE	\$ 7,000	
Total	\$ 21,000	
Total Net Income		\$ 47,338.86

Rollover Balance 3/21/2023 \$23,698.89

Mayo Dr Special Assessment Income		
Category	23-24 Proposed	
tax ass collected	\$ 7,800	
Total	\$ 7,800	
Total Operating Funds		\$31,498.89

Mayo Dr Special Assessment Expenses		
Category	23-24 Proposed	
Brine	\$1,000.00	
Grading	\$6,000.00	
Snow Plowing	\$3,000.00	
Total	\$ 10,000	
Total Net Income		\$21,498.89

Master Account

Rollover Balance as of 3/21/22 \$4,443.72

Fire Protection Fund Income			
Category	22-23 Proposed	Actual YTD	22-23 Revised
tax assessment	\$ 65,000	\$66,913.06	
Transf. from Gerber	\$ 5,000	\$5,800.00	
Total	\$ 70,000	\$72,713.06	
Total Operating Funds		\$77,156.78	

Fire Protection Fund Expenses			
Category	22-23 Proposed	Actual YTD	22-23 Revised
Fremont	\$ 40,000	\$45,427.00	\$45,430.00
White Cloud	\$ 25,000	\$24,712.07	\$24,715.00
Total	\$ 65,000	\$70,139.07	\$70,145.00
Total Net Income		\$7,017.71	

Rollover Balance as of 3/21/22 \$58.25

Gerber Fire Run Savings Income			
Category	22-23 Proposed	Actual YTD	22-23 Revised
Interest	\$1.00	\$0.00	
Collections	\$5,000.00	\$5,783.21	
Total Income	\$5,001.00	\$5,783.21	
Total Operating Funds		\$5,841.46	

Gerber Fire Run Savings Expenses			
Category	22-23 Proposed	Actual YTD	22-23 Revised
Trans to fire protection	\$5,000	\$5,800.00	\$5,800.00
Bank Fees	\$2	\$2.00	\$2.00
Total Expenses	\$5,002	\$5,802.00	\$5,802.00
Total Net Income		\$39.46	

Rollover Balance as of 3/21/22 \$111,500.73

Gerber ARPA Fund Income			
Category	22-23 Proposed	Actual YTD	22-23 Revised
Interest	\$12.00	\$41.33	\$42.00
Federal funds	\$0.00	\$111,445.32	\$111,445.00
Total Income	\$12.00	\$111,486.65	\$111,487.00
Total Operating Funds		\$222,987.38	

Gerber ARPA Fund Expenses			
Category	22-23 Proposed	Actual YTD	22-23 Revised
Generator	\$15,000	\$11,162.36	\$11,165.00
Collumbarium	\$20,000	\$18,307.00	\$18,310.00
Park Restrooms	\$ 12,000.00	\$8,376.34	\$8,377.00
Hall Meeting Room Acustics	\$ 13,000.00	\$7,707.63	\$7,710.00
Cemetery Fence	\$ 50,000.00	\$41,786.00	\$41,786.00
Bank Fees	\$ -	\$14.00	\$14.00
Total Expenses	\$110,000	\$87,353.33	\$87,362.00
Total Net Income		\$135,634.05	

Rollover Balance 3/21/2023 \$ 7,017.71

Fire Protection Fund Income	
Category	23-24 Proposed
tax assessment	\$ 70,000
Transf. from Gerber	\$ 5,000
Total	\$ 75,000
Total Operating Funds \$ 82,018	

Fire Protection Fund Expenses	
Category	23-24 Proposed
Fremont	\$ 50,000
White Cloud	\$ 25,000
Total	\$ 75,000
Total Net Income \$ 7,018	

Rollover Balance 3/21/2023 39.46

Gerber Fire Run Savings Income 21-21 Proposed	
Category	23-24 Proposed
Interest	\$0
Collections	\$5,000
Total Income	\$5,000
Total Operating Funds \$5,039	

Gerber Fire Run Savings Expense 21-22 Proposed	
Category	23-24 Proposed
Trans to fire protection	\$5,000
Bank Fees	\$2
Total	\$5,002
Total Net Income \$37	

Rollover Balance 3/21/23 \$135,634.05

Gerber ARPA Fund Income 21-21 Proposed	
Category	23-24 Proposed
Interest	\$50
Federal funds	\$0
Total Income	\$50
Total Operating Funds \$135,684	

Gerber ARPA Fund Expense 21-22 Proposed	
Category	23-24 Proposed
ARPA PROJECTS	\$100,000
Total	\$100,000
Total Net Income \$35,684	

Rollover Balance as of 3/21/22 \$ 7,791.50

Cemetery Fund Income

Category	22-23 Proposed	Actual YTD	22-23 Revised
Bases	\$3,400	\$2,648.80	\$ 2,650
Sales/open	\$4,200	\$4,545.00	\$ 4,545
Misc & (int)			
From gen fund	\$35,000	\$4,000.00	\$ 4,000
Total	\$42,600	\$11,193.80	\$ 11,195

Total Operating Funds \$18,985.30

Cemetery Fund Expenses

Category	22-23 Proposed	Actual YTD	22-23 Revised
Improvements	\$35,000	\$2,917.00	\$ 2,920
Lawn care	\$2,000	\$802.43	\$ 803
Utilities	\$600	\$6,286.41	\$ 6,287
Bases & Flags	\$5,000	\$2,994.31	\$ 3,000
Wages	\$ 6,000.00	\$3,951.05	\$ 3,955
Total	\$48,600	\$16,951.20	\$ 16,965

Total Net Income \$2,034.10

Rollover Balance as of 3/21/22 19752.28

Road Fund Income

Category	22-23 Proposed	Actual YTD	22-23 Revised
Transfer from Gen fund	\$150,000	\$115,000.00	
Other Revenue	\$5,000.00	\$3,900.00	
Total	\$155,000	\$118,900.00	

Total Operating Funds \$ 138,652

Road Fund Expenses

Category	22-23 Proposed	Actual YTD	22-23 Revised
Brine	\$6,000	\$3,900.00	
Road work	\$150,000	\$114,305.29	
Total	\$156,000	\$118,205.29	

Total Net Income \$20,446.99

Rollover Balance as of 3/21/22 3626.29

Capital ACQ Fund Income & Expenses

Category	22-23 Proposed	Actual YTD	22-23 Revised
Transfer from Gen	0	0	\$ -
Expenses	\$0.00	\$0.00	\$ -

Total Net Income \$ 3,626

Rollover Balance 3/21/2023 \$ 2,034.10

Cemetery Fund Income

Category	23-24 Proposed
Bases	\$5,000
Sales/open	\$7,000
Misc & (int)	
From gen fund	\$5,000
Total	\$17,000

Total Operating Funds \$19,034

Cemetery Fund Expenses

Category	23-24 Proposed
Improvements	\$5,000
Lawn care	\$2,000
Utilities	\$2,000
Bases & Flags	\$3,500
Wages	\$ 6,000.00
Total	\$18,500

Total Net Income \$534

Rollover Balance 3/21/2023 \$ 20,446.99

Road Fund Income

Category	23-24 Proposed
Transfer from Gen fund	\$185,000
	\$5,000.00
Total	\$190,000

Total Operating Funds \$ 210,446.99

Road Fund Expenses

Category	23-24 Proposed
Brine	\$4,500
Road work	\$200,000
Total	\$204,500

Total Net Income \$ 5,946.99

Rollover Balance 3/21/2023 3626.29

Capital ACQ Fund Income & Expenses

Category	23-24 Proposed
Transfer from Gen	0
Expenses	\$ -

Total Net Income \$ 3,626.29