

Goodwell Minute Notes – Budget Workshop Meeting
February 14, 2024

- ◆ John T. called meeting to order 5:10 pm:
 - ✗ John T., Rachel B., Bob Birr, Tim M., and Jennifer W. present
 - ✗ Public:
- ☺ Alec Dakin ☺ Jeremy Rusilowski
- ◆ Public Comment:
 - ✗ None
- ◆ Went through Budget by sections:
 - ✗ Revenues:
 - Using current FYE revenues for Property tax and State Revenues Sharing. Will learn to get State Revenues Sharing from state website.
 - Combining Metro Act Revenue with Local Community Stab – from same place LCSA
 - Expect higher reimbursement from State for elections (9 days)
 - ✗ Expenditures:
 - New category under officials and committees: training with \$500 per person for the FY. After an election the Clerk will consider signing up for MTA's township package that offers better rates. This could help the individuals to stretch the budgeted monies, and there could be new elected officials.
 - Split Hourly from meeting. If helping at a meeting, paid hourly.
 - Split elected from non-elected (except deputies for training).
 - Discussed accounting software BS&A. The idea is that it would streamline the Treasurer-Clerk entries so no double entry, therefore less hours and most correct data. The proposal includes upgrade of current tax and assessor packages (\$4,205) and the annual fees (\$4,205). The payroll module is \$1,920 and annual fee is \$1,920, for about 175 paychecks. Treasurer/Clerk modules are \$1,560 with the annual fees being \$1,560. The data conversion/setup, implementation, project management, and training are \$24,900 (any additional years of data other than current is extra, any travel is extra). Total current proposal is 33,585 and annual service fees are \$8,685. The Treasurer and the Clerk will have a phone meeting with BS&A on March 8th to discuss the proposal.
 - Clerk pay, based upon current hours of almost 30 hrs/wk, increased to \$20,000/year. This calculates to almost \$13.00/hour for 30 hours/wk.
 - Cap for Deputy Clerk pay set to \$4,000/yr. This gives 228 hours for the year.
 - Cap for Deputy Treasurer pay set to \$3,000/yr. This gives almost 171 hours for the year.
 - Election supplies expected are a new computer (old one is not updateable) in addition to regular supplies. Some supplies are reimbursed (9 days). Discussed having community time at election day. There is not the room during election to have public area, inside or outside. Will look at some other day. Professional service might double due to 2 machines.
 - Jennifer motioned to pay state reimbursement rate for early voting (9 day) inspection pay. Tim 2nd, passed. The current rate is \$15/hour. This is expected to be reimbursed, and the voting traffic is expected to be light, with inspectors working fewer hours in a day than election day.
 - Cemetery: John motioned to have the sexton job base be \$1,200/yr paid \$100/month in addition to normal work pay. Bob 2nd, passed.
 - Hall: We will have contracting work done on the front including the front and back doors and flashing the front of the building. There is also the ramp to be replaced. \$30,000 budgeted, which goes under capital outlay since it will be more than \$1,500. Looking for a contractor that isn't already booked for the year. These changes are a large step to making the building ADA compliant so the building could be open to use by the residents. There are still the bathroom and kitchen areas that need changing. Looking to add a smart TV to the hall for training purposes. This would help eliminate some mileage, time, and overnight costs. It also makes it easier for the employee to do training.
 - Roads: No road work in 2024-2025
 - Fire: Everything that comes in goes out to Big Prairie Fire. There is a minimal amount left from the previous CD that is available.
 - New budget amounts were decided and will be on the proposed budget for the March meeting.
- ◆ Went through the Fee/Pay Schedule by section:
 - ✗ Cemetery: Adding the base Sexton pay, \$1,200/year distributed \$100/month.

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- ✘ Separating Zoning Administrative from other fees under Zoning Fee Schedule. The Other Fees Schedule will not reference any specific board. Advertisement fees will be “actual cost” vs. any set amount.
- ✘ Clerk and deputy pay as stated in Budget section
- ✘ Special Election wages: there is no work different from an election and a special election other than a special election is usually less attended. The wage brought to the same wage as election wage. Nine day voting pay is added, and set to the state reimbursement wage, currently \$15/hour.
- ◇ Public Comment:
 - ✘ Alec: With spending an exorbitant amount on the building he would like to see more spent on training. The Board feels that after a time of almost no training (citing covid restrictions and most members being new to the job over the last 4 years) it isn't prudent to spend more than \$500 per employee until there is a better sense of what is needed. It is an election year, and there could be a change in elected officials and deputies.
 - ✘ John was contacted by Joni Kauffman regarding the One Township at a time information in the tax newsletter. He is offering to fell trees and clear brush for any of the seniors that would need that.
 - ✘ By the February regular meeting, John would like the Treasurer and Clerk have documented what it takes to run the township per year. This information would be used to calculate what funds could be safely used from savings. The proposed accounting software and the building updates would need to have monies from that fund.
- ◇ Tim motioned to adjourn, Rachel 2nd, passed. Meeting ended 8:45pm.