

**Richmond Township
Regular Board Meeting
May 11, 2022
7:00 p.m.**

1. Call Meeting to Order:

Supervisor Chris DeVos called the Richmond Township Regular Board Meeting to order at 7:00 p.m.

2. Welcome / Pledge:

Supervisor Chris DeVos led the audience in the Pledge of Allegiance.

3. Roll Call:

Members Present: Cindi Greenia, Cheryl Szalka, Chris DeVos, Vern Kulman and Cathy LaFontaine
Members Absence: None

4. Presentation of Agenda:

Supervisor Chris DeVos stated that we will add the following items **13m)Update on Treasurers Position and 13m) John Gideon's Letter** to the agenda. Supervisor Chris DeVos stated that hearing no other changes, the May 11, 2022 Agenda will stand as amended.

5. Public Comment on Agenda Items Only:

a) Public Hearing - FY 22/23 General Fund Budget/General Appropriations Act

Supervisor Chris DeVos called the Public Hearing meeting to order on the General Fund Budget/General Appropriations Act FY 22/23 at 7:01 p.m.

1.) Supervisor Chris DeVos presented the FY 22/23 General Fund Budget/General Appropriations Act

Supervisor Chris DeVos informed everyone that there are copies on the back table if anyone was interested in looking over the budget. The Budget has been available for viewing on the Richmond Township office counter since last month and has been on the Township website.

2.) Public Comment on FY 22/23 General Fund Budget/General Appropriations Act:

No public comment.

3.) Discussion by Board FY 22/23 General Fund Budget/General Appropriations Act:

None at this time.

4.) Adjourn Public Hearing on FY 22/23 General Fund Budget/General Appropriations Act:

Motion by Cindi Greenia, Seconded by Vern Kulman to close the Public Hearing of the FY 22/23 General Fund Budget/General Appropriations Act at 7:02 p.m.

All Ayes

Motion Carried

Supervisor Chris DeVos asked if there was any discussion: No discussion was had.

RICHMOND TOWNSHIP

**2022-2023
GENERAL APPROPRIATIONS ACT
&
BUDGET**

Richmond Township 2022-2023 General Appropriations Act

The Richmond Township Board resolves:

SECTION 1: Title--This resolution shall be known as the Richmond Township 2022-2023 General Appropriations Act

SECTION 2: Public Hearing on the Budget--Pursuant to MCLA 141.412 and .413, notice of a public hearing on the proposed budget was published in a newspaper of general circulation on April 20, 2022 and a public hearing on the proposed budget was held on May 11th, 2021.

SECTION 3: Millage Levy—The Township Board shall cause to be levied and collected the general property tax on all real and personal property within the Township upon the current tax roll an allocated millage of 7655 mill township operations; and voter authorized millages of .00030 for library, .00070 mills for fire protection, and .00230 mills for emergency medical services.

The special assessment for garbage collection will approximate \$218,500.

SECTION 4: Adoption of budget by Activity/Department--Township Board adopts the 2022-2023 fiscal year budgets for the various funds by Activity/Department. Township officials responsible for the expenditures authorized in the budget may expend Township funds up to, but not to exceed, the total appropriation authorized for each Activity/Department.

SECTION 5: Payment of Bills--Pursuant to MCLA 41.75, all claims (bills) against the Township shall be approved by the Township Board prior to being paid. The Township Clerk and Treasurer may pay certain bills prior to approval by the Township Board to avoid late penalties, service charges and interest (primarily utilities) and payroll in accordance with the approved salaries and hourly rates adopted in this appropriations act. The Township Board shall receive a list of claims (bills) paid prior to approval for approval at the next Board meeting.

SECTION 6: Authorized salary, hourly and per diem rates--Included in the various Activities/Departments are amounts of the salary, hourly and per diem rates for the officials and employees of the Township as follows:

Trustee	\$ 6,319
Supervisor	27,204
Deputy Supervisor	8,000
Clerk	27,204
Deputy Clerk	14,764
Treasurer	27,204
Deputy Treasurer	14,764

SECTION 7: Estimated Revenues and Expenditures--Estimated total revenues and expenditures for the various funds of the Township are:

<u>FUND</u>	<u>REVENUE</u>	<u>EXPENDITURES</u>
General	\$ 768,947	\$ 744,297
Emergency Services	\$477,721	\$ 448,604
Library	\$ 58,742	\$ 58,742
GPU	\$218,500	\$ 218,500

Township 2022-2023 General Appropriations Act/ 2022-2023 Budget

REVENUES			
	From Fund Balance		\$ 20,000.00
	Property Taxes		\$ 626,582.00
	State Sources		\$ 341,930.00
	Licensing & Permits		\$ 67,650.00
	Other		\$ 110,506.00
	Interest		
	Garbage Collection		\$ 218,500.00
	Library Millage		\$ 58,742.00
	From Investments		\$ 80,000.00
	TOTAL		\$ 1,522,910.00
EXPENDITURES			
General Govt.			
	Administration		
	Clerical Salaries		\$ 33,329.00
	Payroll Taxes		\$ 20,763.00
	Postage and Supplies		\$ 30,000.00
	Attorney		\$ 30,000.00
	Audit and Accounting		\$ 19,000.00
	Other Professional Services		\$ 60,000.00
	Telephone		\$ 5,125.00
	Printing and Publishing		\$ 7,000.00
	Insurance		\$ 21,000.00
	Utilities		\$ 8,000.00
	Street Lights		\$ 8,000.00
	Property Tax		\$ 1,000.00
	Dues and Conferences		\$ 11,000.00
Total Admin.			\$ 246,217.00
	Assessor		\$ 40,325.00
	Trustees		\$ 14,535.00
	Zoning Enforcement Officer		\$ 3,600.00
	Equipment and Bldg. Maintenance		\$ 14,000.00
	Board of Appeals		\$ 380.00
	Elections		\$ 7,800.00
	Planning Commission		\$ 12,750.00
	Board of Review		\$ 1,300.00
	Cemetery		\$ 1,500.00
	Supervisor		\$ 31,285.00
	Deputy Supervisor		\$ 8,000.00

Richmond Twp. Regular Board Meeting
May 11, 2022

	Clerk		\$ 31,285.00
	Deputy Clerk		\$ 14,764.00
	Treasurer		\$ 31,285.00
	Deputy Treasurer		\$ 14,764.00
	Construction Board of Appeals		\$ 250.00
Total			\$227,823
	Public Safety		
	Ambulance Service		\$ 358,000.00
	Building Department		\$ 60,000.00
	Fire Contracts		\$ 90,604.00
	Fire/EMS Fund Balance		\$ 29,117.00
Total			\$ 537,721.00
	Public Works		
	Landfill Services		\$ 218,500.00
	Sewer and Drain Maint.		\$ 10,000.00
	Highways and Streets		\$ 23,500.00
Total			\$ 252,000.00
	Recreation and Culture		
	Senior Program		\$ 14,400.00
	Capital Outlay		\$ 151,200.00
	Library		\$ 58,742.00
	TOTAL EXPENDITURES		\$1,499,260.00
	Debt Service		
	CDBG and Other Pass Throughs		
	EXCESS/DEF OF REV OVER EXP.		\$ 56,350.00
	OTHER FINANCING SOURCES		
	NET CHANGE IN FUND BALANCE		\$ 56,350.00

SECTION 8: Specific Appropriations--None.

SECTION 9: Periodic Financial Reports--The Township Clerk shall provide the Township Board at the Board meeting immediately following the end of each fiscal quarter and at the final Board meeting of the fiscal year, a report of fiscal year to date revenues and expenditures compared to the budgeted amounts in the General Fund of the Township.

SECTION 10: Budget Monitoring--Whenever it appears to the Township Supervisor or the Township Board that the actual and probable revenues in any fund will be less than the estimated revenues upon which appropriations from such fund were based, and when it appears that expenditures will exceed an appropriation, the Township Supervisor shall present to the Township Board recommendations to prevent expenditures from exceeding available revenues or appropriations for the fiscal year. Such recommendations shall include proposals for reducing appropriations, increasing revenues or both.

SECTION 11: Board Adoption--Motion made by Lafontaine second by Greenia to adopt the forgoing resolution and General Appropriations Act. Upon roll call vote, the following voted aye:
Lafontaine, Greenia, DeVos, Szalka and Kulman

The following voted nay:

The Supervisor declared the motion carried and the resolution adopted on the day 11th of May 2022.

Cathy LaFontaine
Richmond Township Clerk

FISCAL YEAR 2022/2023 RICHMOND TOWNSHIP BUDGET WORKSHEET FOR STUDY SESSION

		FY 20/21 APPROVED	FY 20/21 ACTUAL	FY 21/22 APPROVED	FY 21/22 THRU FEB	FY 22/23 PROPOSED
1 Clerical	<i>101 101 702</i>	\$ 29,443.00	\$ 30,117.83	\$ 30,032.00	\$ 21,800.34	\$ 33,329.00
Office Manager		\$ 20,110.00	\$ 20,094.76	\$ 20,517.00		\$ 21,840.00
Secretary		\$ 9,333.00	\$ 10,023.07	\$ 9,520.00		\$ 11,489.00
	Total	\$ 29,443.00	\$ 30,117.83	\$ 30,032.00	\$ 12,800.34	\$ 33,329.00
2 Payroll Taxes (FICA)	<i>101 101 702 1</i>	\$ 19,518.00	\$ 16,301.81		\$ 12,684.32	\$ 20,763.00
Office Manager		\$ 1,539.00	\$ 1,537.24	\$ 1,569.00		\$ 1,670.00
Secretary		\$ 715.00	\$ 747.42	\$ 728.00		\$ 879.00
Trustee		\$ 948.00	\$ 947.84	\$ 967.00		\$ 967.00
Supervisor		\$ 1,972.00	\$ 1,971.36	\$ 2,011.00		\$ 2,081.00
Dep Sup		\$ 528.00	\$ 527.00	\$ 538.00		\$ 612.00
Clerk		\$ 1,972.00	\$ 1,971.34	\$ 2,011.00		\$ 2,081.00
Dep Clerk		\$ 857.00	\$ 856.13	\$ 874.00		\$ 1,129.00
Treas		\$ 1,972.00	\$ 1,971.36	\$ 2,011.00		\$ 2,081.00
Dep Treas		\$ 995.00	\$ 994.87	\$ 1,015.00		\$ 1,129.00
Bid Dept inspect		\$ 6,000.00	\$ 3,142.01	\$ 6,000.00		\$ 4,491.00
P/Zon Asst		\$ 828.00	\$ 826.80	\$ 844.00		\$ 844.00
Website Tech		\$ 600.00	\$ 174.98	\$ 600.00		\$ 600.00
Planning Comm		\$ 180.00	\$ 146.25	\$ 180.00		\$ 180.00
Liquor Control		\$ 50.00	\$ 45.90	\$ 50.00		\$ 50.00
Board of Review		\$ 92.00	\$ 168.29	\$ 92.00		\$ 92.00
ZBA		\$ 30.00	\$ 28.30	\$ 40.00		\$ 40.00
Buiding Maintenance		\$ 240.00	\$ 220.32	\$ 260.00		\$ 260.00
Twp Worker		\$	\$ 23.84	\$		\$ 1,577.00
	Total	\$ 19,518.00	\$ 16,301.81	\$ 19,790.00	\$ 12,684.32	\$ 20,763.00
		FY 20/21 APPROVED	FY 20/21 ACTUAL	FY 21/22 APPROVED	FY 21/22 THRU FEB	FY 22/23 PROPOSED
3 Postage and Supp.	<i>101 101 726</i>	\$ 13,500.00	\$ 23,135.02	\$ 30,000.00	\$ 13,103.78	\$ 30,000.00
	<i>101 101 727</i>					
Gen Office Postage			\$ 2,000.00			\$ 2,500.00
Election Postage						\$ 3,500.00
Treasurer Postage			\$ 1,902.00			\$ 2,000.00
Copier Lease			\$ 3,234.46			\$ 2,500.00
Postage Meter Lease			\$ 277.40			\$ 230.00
Comp Lease W/ Buy out			\$ 7,812.00			\$ 7,800.00
Supplies			\$ 75.00			\$ 75.00
Notary Renewal						
Culligan Water						
Mailing Solutions						
Staples			\$ 3,010.80			\$ 3,000.00
Printall			\$ 560.00			\$ 600.00
Cleaning Supplies						
CDW Government						\$ 1,753.00
Ml. Office Solutions			\$ 177.52			\$ 200.00
The Voice			\$ 32.00			\$ 32.00
Elec. Supplies			\$ 2,744.87			\$ 3,800.00
Visa			\$ 362.14			\$ 500.00
Misc.			\$ 587.12			\$ 600.00
Flags						\$ 500.00
FP Mailing			\$ 409.71			\$ 410.00
	Total	\$ 13,500.00	\$ 23,135.02	\$ 30,000.00	\$ 13,103.78	\$ 30,000.00
4 Attorney	<i>101 999 802</i>	\$ 30,000.00	\$ 13,057.02	\$ 30,000.00	\$ 4,284.00	\$ 30,000.00

5 Auditor		101 999 803	\$ 18,000.00	\$ 18,000.00	\$ 19,000.00	\$ 18,500.00	\$ 19,000.00
			FY 20/21 APPROVED	FY 20/21 ACTUAL	FY 21/22 APPROVED	FY 21/22 THRU FEB	FY 22/23 PROPOSED
6 Other Prof Serv			\$ 28,154.00	\$ 18,051.17	\$ 37,500.00	\$ 33,933.50	\$ 60,000.00
Engineer	101 999 804		\$ 7,500.00	\$ 1,920.00			\$ 20,000.00
Planner	101 999 805		\$ 8,000.00	\$ 8,275.00			\$ 8,700.00
Gen Off BS&A					\$ 2,500.00		\$ 2,500.00
Web Serv	101 999 800						
Constant Contact			\$ 200.00	\$ 192.00			\$ 200.00
Website Services			\$ 150.00				\$ 500.00
Website Hosting			\$ 504.00				
IT Personal			\$ 9,000.00	\$ 8,789.00			\$ 3,900.00
Tower Camp				\$ 4,618.25			\$ 8,800.00
App River				\$ 288.00			\$ 288.00
Adjust				\$ 2,287.50			\$ 10,000.00
IT Right				\$ 37.50			\$ 40.00
Unemployment			\$ 550.00	\$ 1,203.00			\$ 1,210.00
UIA 1/4				\$ 1.62			\$ 2.00
Revise				\$ 1,800.00			\$ 1,800.00
Payroll Services	101 999 807						
ADP			\$ 2,250.00	\$ 1,773.86			\$ 2,000.00
		Total	\$ 28,154.00	\$ 31,185.73	\$ 37,500.00	\$ 33,933.50	\$ 60,000.00
7 Telephone	101 999		\$ 6,000.00	\$ 6,270.34	\$ 6,300.00	\$ 3,925.09	\$ 5,125.00
Telephone			\$ 5,000.00	\$ 5,657.20			\$ 4,500.00
Bid/Dep Cell Phone			\$ 1,000.00	\$ 613.14			\$ 625.00
		Total	\$ 6,000.00	\$ 6,270.34	\$ 6,300.00	\$ 3,925.09	\$ 5,125.00
8 Printing & Publishing	101 101 900		\$ 6,000.00	\$ 4,752.72	\$ 6,900.00	\$ 2,729.92	\$ 7,000.00
General Office				\$ 164.36			\$ 400.00
21st Century Media				\$ 3,455.36			\$ 3,700.00
Elections							\$ 1,100.00
Tax Bills				\$ 1,133.00			\$ 1,800.00
		Total	\$ 6,000.00	\$ 4,752.72	\$ 6,900.00	\$ 2,729.92	\$ 7,000.00
			FY 20/21 APPROVED	FY 20/21 ACTUAL	FY 21/22 APPROVED	FY 21/22 THRU FEB	FY 22/23 PROPOSED
9 Insurance	101 999 910		\$ 17,300.00	\$ 18,492.00	\$ 21,000.00	\$ 19,610.00	\$ 21,000.00
Nickel & Saph			\$ 15,500.00	\$ 13,768.00			\$ 15,000.00
Accident Fund / WC			\$ 1,800.00	\$ 2,208.00			\$ 3,000.00
Bonds				\$ 400.00			\$ 400.00
Cyber Liability				\$ 2,116.00			\$ 2,600.00
		Total	\$ 17,300.00	\$ 18,492.00	\$ 21,000.00	\$ 19,610.00	\$ 21,000.00
10 Utilities	101 999		\$ 8,000.00	\$ 7,103.60	\$ 8,000.00	\$ 4,498.21	\$ 8,000.00
Electricity			\$ 5,500.00	\$ 6,169.88			\$ 6,500.00
Gas/Nat Gas			\$ 2,500.00	\$ 933.72			\$ 1,500.00
		Total	\$ 8,000.00	\$ 7,103.60	\$ 8,000.00	\$ 4,498.21	\$ 8,000.00
11 Street Lights	101 999		\$ 7,500.00	\$ 7,258.81	\$ 8,000.00	\$ 4,944.04	\$ 8,000.00
		Total	\$ 7,500.00	\$ 7,258.81	\$ 8,000.00	\$ 4,944.04	\$ 8,000.00

		Total	\$ 14,250.00	\$ 14,249.67	\$ 14,535.00	\$ 10,321.92	\$ 13,535.00
16 Zoning Enforcement	101-101-372		\$ 3,675.00	\$ 750.00	\$ 4,325.00	\$ 4,226.84	\$ 3,600.00
Zoning Enf Off							
Richmond Contract			\$ 3,000.00	NO B	\$ 3,000.00		\$ 3,000.00
Online Ordinance							
Liquor Control Insp	101-330-702		\$ 67.00	\$ 7.00			\$ 60.00
		Total	\$ 3,675.00	\$ 750.00	\$ 4,325.00	\$ 4,226.84	\$ 3,600.00
17 Equip/Bld. Maint.	101-101-265		\$ 13,525.00	\$ 11,046.61	\$ 15,000.00	\$ 6,886.44	\$ 14,000.00
Cleaning				\$ 3,120.00			\$ 3,500.00
Deep Clean Disinfect				\$ 400.00			
Building Maint							
Employee			\$ 2,000.00				
FICA			\$ 170.00				
	Landscape Maint		\$ 10,000.00				\$ 5,000.00
	Cintas Fire		\$ 3,000.00	\$ 701.44			\$ 2,000.00
	Farm & Home		\$ 2,000.00	\$ 685.00			\$ 675.00
	Allemon Septic			\$ 105.00			\$ 100.00
	Pristine Poerwash			\$ 150.00			\$ 200.00
	Richmond Electric			\$ 613.00			\$ 500.00
	Stephens Painting			\$ 750.00			\$ 200.00
	Ager			\$ 100.00			\$ 200.00
	Stones Ace Hardware			\$ 100.00			\$ 150.00
	Ainsworth Electric			\$ 297.41			\$ 400.00
	Pest Control			\$ 250.00			\$ 250.00
	Henderson Glass			\$ 344.04			\$ 550.00
	Marshall Campbell			\$ 296.76			\$ 400.00
	Denny Spens			\$ 232.01			\$ 100.00
	Washington Elevator			\$ 676.00			\$ 700.00
Equipment Maint							\$ 2,415.00
	Richmond New Home		\$ 200.00				
	Zimmers Sales & Service			\$ 42.30			\$ 950.00
	Westshore Man			\$ 42.00			\$ 500.00
	Total		\$ 13,525.00	\$ 11,046.61	\$ 15,000.00	\$ 6,886.44	\$ 14,000.00
18 Z.B.O.A	101-101-805		\$ 380.00	\$ 370.00	\$ 380.00		\$ 380.00
Wages				\$ 370.00			
Supplies/Postage							
Misc							
		Total	\$ 380.00	\$ 370.00	\$ 380.00		\$ 380.00
Const Board of Appeals	101-101-809		\$ 250.00		\$ 250.00		\$ 250.00
		Total	\$ 250.00		\$ 250.00		\$ 250.00
19 Elections	101-101-191		\$ 8,500.00	\$ 4,787.43	\$ 7,300.00		\$ 7,800.00
Inspectors			\$ 1,500.00	\$ 1,721.21			\$ 1,700.00
Postage							
Food			\$ 450.00	\$ 251.18			\$ 300.00
Misc Annual			\$ 600.00	\$ 765.94			\$ 1,500.00
		Total	\$ 8,550.00	\$ 4,787.43	\$ 7,300.00		\$ 7,800.00

		FY 20/21 APPROVED	FY 20/21 ACTUAL	FY 21/22 APPROVED	FY 21/22 THRU FEB	FY 22/23 PROPOSED
PUBLIC SAFETY		\$ 469,111.00		\$ 474,659.00		
29 EMS	101 346 811	\$ 343,540.00		\$ 340,980.00		\$ 358,000.00
30 Building Dept.	101 101 372	\$ 42,250.00	\$ 42,231.06	\$ 42,250.00	\$ 32,364.52	\$ 60,000.00
Wages	#	\$ 40,000.00	\$ 41,229.06			\$ 58,950.00
Mileage	#	\$ 100.00				
Dues/Conf	#	\$ 1,500.00	\$ 145.00			\$ 150.00
International Code Council						
Misc	#	\$ 150.00				
Comp Sup	#	\$ 500.00	\$ 857.00			\$ 900.00
	#	\$ 42,250.00	\$ 42,231.06	\$ 42,250.00	\$ 32,364.32	\$ 60,000.00
31 Fire Contracts	101 336 810	\$ 83,321.00	\$ 90,950.12	\$ 86,949.00	\$ 66,250.48	\$ 90,604.00
Richmond				\$ 40,716.00		\$ 43,216.00
Memphis				\$ 46,233.00		\$ 47,388.00
			Total	\$ 86,949.00		\$ 90,604.00
Fire/EMS Fund Balance			Total	\$ 34,084.00		\$ 29,117.00
29, 30 & 31 Totals		\$ 469,111.00				
32 Public Works		\$ 246,500.00	\$ 241,779.84	\$ 246,500.00		\$ 252,000.00
Garbage PU	101 526 801	\$ 217,500.00	\$ 218,574.84	\$ 217,500.00	\$ 145,716.99	\$ 218,500.00
Roads	101 446 813	\$ 24,000.00	\$ 23,205.00	\$ 24,000.00		\$ 23,500.00
Sewer & Drain Maint		\$ 5,000.00		\$ 5,000.00		\$ 10,000.00
	Total	\$ 246,500.00	\$ 241,779.84	\$ 246,500.00	\$ 145,716.99	\$ 252,000.00
33 Recreation/Culture		\$ 14,400.00		\$ 14,400.00	\$ 10,800.00	\$ 14,400.00
Senior Program	101 999 666		\$ 14,400.00			
R.F.M.S.						
	Total	\$ 14,400.00	\$ 14,400.00	\$ 14,400.00	\$ 10,800.00	\$ 14,400.00
		FY 20/21 APPROVED	FY 20/21 ACTUAL	FY 21/22 APPROVED	FY 21/22 THRU FEB	FY 22/23 PROPOSED
36 Capital Outlay		\$ 114,500.00	\$ 39,348.00		\$ 19,700.00	
Cap Outlay	101 101 970					
Mulch						\$ 10,000.00
Paint Building				\$ 4,000.00		
Recodification				\$ 8,000.00		
IT Systems				\$ 5,000.00		\$ 15,000.00
Generator						ARPA
Tractor/Mower						\$ 25,000.00
Bldg Wallpaper						\$ 13,000.00
Main Bldg. Roof						
Absolute Title PDR			\$ 500.00			\$ 1,200.00
Senior Roof			\$ 12,900.00			
Land Purchase			\$ 959.00			
LED Streetlights		\$ 5,000.00		\$ 5,000.00		
Driveway entryway						\$ 80,000.00
Sign			\$ 17,527.00			
Small Mower				\$ 4,000.00		
EMS Truck		\$ 15,000.00		\$ 35,000.00		ARPA
Misc. Building		\$ 7,500.00		\$ 3,000.00		\$ 3,000.00
Engineering				\$ 6,000.00		

Gypsy Moth Program			\$ 7,462.00			\$ 4,000.00
	Total	\$ 27,500.00	\$ 39,348.00	\$ 70,000.00		\$ 151,200.00
Library				\$ 56,810.00	\$ 19,700.00	\$ 58,742.00
					TOTAL EXPENSE	\$1,499,260.00

RICHMOND TWP. PROPOSED INCOME FY 22/23

PROPOSED INCOME

2021 Taxable Value

Real Property	\$ 162,637,403.00
Personal Property	\$ 36,908,900.00
Total	\$ 199,546,303.00

3/19/2022

Head ee est (000746) Total Taxable X 000746 146.071

Income from Fund Balance Realocate	\$ 20,000.00
Tax Income	\$ 148,861.00
Revenue Sharing	\$ 341,930.00
Licensing and Permits	\$ 67,650.00
Other Revenue	\$ 110,506.00

REVENUE TAX/REV SHARING/OTHER INCOME

Total *	\$ 688,947.00
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INCOME FROM MILLAGE FIRE/EMS/LIBRARY

Garbage and Recycling	\$217,500.00
Fire Coverage	
Real Property	\$ 159,240,432.00
Fire	\$ 0.0007
EMS	\$ 111,468.00
	\$ 366,253.00
	\$ 477,721.00

Total Taxable	\$ 58,742.00
Library	\$ 58,742.00

TOTAL REVENUE

	\$ 1,442,910.00
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(Rich 43,236)(MFD 47,388) Memphis increase est. 2.5%

PROPOSED EXPENDITURES

Fire	\$ 90,604.00
EMS	\$ 358,000.00
Fire/EMS Fund Balance	\$ 29,117.00
	\$ 477,721.00

Garbage	\$ 218,500.00
Library	\$ 58,742.00
General Fund	\$ 744,297.00
TOTAL EXPENSE	\$ 1,499,260.00

TOTAL REVENUES	\$ 1,442,910.00
PROPOSED EXPENDITURES	\$ 1,499,260.00
Income over Expenditure	\$ (56,350.00)

Transfer from investments	\$ 80,000.00
	\$ 23,650.00

b) FY 22/23 Fire and EMS First Public Hearing

1.) Call to Order:

Supervisor Chris DeVos called the First Public Hearing of the Fire and EMS Millage FY 22/23 to order at 7:03 p.m.

2.) Presentation of FY 22/23 Fire and EMS Budget:

The following property tax millage rate proposed to be levied to support the proposed Budget will be a subject of this hearing:

Fire	0.0007
EMS	0.0023
Total	0.0030

3.) Public Comment:

None at this time

4.) Discussion by Board of FY 22/23 Fire and EMS Budget:

None at this time.

5.) The Public Hearing – FY 22/23 Fire and EMS Budget Adjournment:

Motion by Cindi Greenia, Seconded by Cathy LaFontaine to close the First Public Hearing of the Fire and EMS FY 22/23 at 7:04 p.m.

All Ayes

Motion Carried

Supervisor DeVos asked if there was any discussion. No discussion was had.

Public Comment:

No other Public Comment at this time.

**6. Approval of Minutes – Special Budget Workshop Meeting March 19, 2022
Regular Board Meeting April 13, 2022**

Motion by Vern Kulman, Seconded by Cindi Greenia to approve the March 19, 2022 Special Budget Workshop Meeting Minutes as presented.

All Ayes

Motion Carried

Supervisor Chris DeVos asked if there was any discussion: None was had.

Motion by Vern Kulman, Seconded by Cindi Greenia to approve the April 13, 2022 Regular Board Meeting Minutes as presented.

All Ayes

Motion Carried

Supervisor Chris DeVos asked if there was any discussion:

Treasurer Cheryl Szalka asked why the gypsy moth motion has not been changed. Clerk Cathy LaFontaine stated that after reviewing the minutes on You Tube, it was determined the minutes would stand as approved.

7. Consent Agenda

- a) Building Department Report
- b) EMS Report
- c) Office Manager Report
- d) Planning Commission Report
- e) NEMC Minutes

Motion by Cathy LaFontaine, Seconded by Cindi Greenia to approve the Consent Agenda as presented.

All Ayes

Motion Carried

Supervisor Chris DeVos asked if there was any discussion. No discussion was had.

8. Financial Reports:

a) Approval of Bills

Motion by Cindi Greenia, Seconded by Vern Kulman to approve and pay the bills as presented by Clerk LaFontaine.

All Ayes

Motion Carried

Supervisor Chris DeVos asked if there was any discussion. No discussion was had about the bills.

b) Treasurers Report

May 4, 2022

General Funds	1,641,775.38
Tax Account	12,475.51
Other PNC Accounts	34,890.09
Investment Account	316,305.41
PDR Account	29,731.97

Totals \$ 2,035,178.36

Treasurer's reports stand as presented.

Treasurer Cheryl Szalka deferred to the Deputy Treasurer to read her Treasurer report. Deputy Bob Szalka provided a current sheet through May 9, 2022 showing all revenue that was deposited.

Supervisor Chris DeVos asked if there was any discussion. No discussion was had.

9. Farmland Preservation:

Trustee Vern Kulman informed the Board that the baseline report on the Kulman property has been sent to the State. The Fuerstenau appraisal has been sent to the State.

Supervisor Chris DeVos asked if there was any discussion. No discussion was had by the Board.

10. Building Report

None at this time.

11. Assessors Report

Supervisor Chris DeVos asked the Board if they had any questions for the Assessor.

12. Unfinished Business:

a) Medical Marijuana Discussion

Supervisor Chris DeVos provided the Board with current Medical Marijuana articles.

b) Sale of Stone 80 Update

Supervisor Chris DeVos informed the Board that the Stone 80 sale is final, it has closed and the money has been deposited. We look forward to what the money from the sale will do for our township park.

c) Personnel Policy Discussion

Supervisor Chris DeVos informed the Board that the Township Attorney has the personnel policy and is reviewing it, per the Boards request.

d) Electrical Inspector Fees

Supervisor Chris DeVos stated that he emailed the Township Attorney regarding the fee ordinance. If we want to change the fees, we may need to change the ordinance. The Board agreed to stay with the States recommendation at this time, but think about updating the language in the ordinance, in case we need to change anything in the future.

13. New Business:

a) Approval of FY 22/23 General Fund Budget/General Appropriations Act

Motion by Cathy LaFontaine, Seconded by Cindi Greenia to adopt the attached Richmond Township Fiscal Year 2022/2023 Budget/General Appropriation Act as presented.

All Ayes

Motion Carried

Supervisor Chris DeVos asked if there was any discussion. Little discussion was had.

b) Approval of Resolution #2022-04 Establish Township Supervisor Salary

**RESOLUTION TO ESTABLISH TOWNSHIP OFFICERS SALARY
This Resolution to Establish Township Officers Salary
Resolution #2022-04**

WHEREAS, according to MCL 41.95(3), in a Township that does not hold an annual meeting, the salary for officers composing the Township Board shall be determined by the Township Board, and

WHEREAS, the Township Board deems that an increase in salary of the office of Supervisor is warranted in consideration of the duties and responsibilities of that office, now

BE IT RESOLVED, that as of July 1st, 2022 the office of Supervisor shall be as follows:

Supervisor \$ 27,204.00

Motion by Cheryl Szalka, Supported by Cindi Greenia to approve Resolution # 2022-04 approving the Supervisor’s salary for FY 22/23.

Roll Call Vote:

All Ayes

No Nays

Motion Carried

The Supervisor declared the resolution adopted on May 11, 2022 as proposed.

Catherine LaFontaine
Richmond Twp. Clerk

c) **Approval of Resolution #2022-05 Establish Township Clerk Salary**

RESOLUTION TO ESTABLISH TOWNSHIP OFFICERS SALARY
This Resolution to Establish Township Officers Salary
Resolution #2022-05

WHEREAS, according to MCL 41.95(3), in a Township that does not hold an annual meeting, the salary for officers composing the Township Board shall be determined by the Township Board, and

WHEREAS, the Township Board deems that an increase in salary of the office of Clerk is warranted in consideration of the duties and responsibilities of that office, now

BE IT RESOLVED, that as of July 1st, 2022 the office of Clerk shall be as follows:

Clerk \$ 27,204.00

Motion by Cindi Greenia, Supported by Vern Kulman to approve Resolution #2022-05 approving the Clerk's salary for FY 22/23 as presented.

Roll Call Vote:

All Ayes

No Nays

Motion Carried

The Supervisor declared the resolution adopted on May 11, 2022 as proposed.

Catherine LaFontaine
Richmond Twp. Clerk

d) Approval of Resolution #2022-06 Establish Township Treasurer Salary

**RESOLUTION TO ESTABLISH TOWNSHIP OFFICERS SALARY
This Resolution to Establish Township Officers Salary
Resolution #2022-06**

WHEREAS, according to MCL 41.95(3), in a Township that does not hold an annual meeting, the salary for officers composing the Township Board shall be determined by the Township Board, and

WHEREAS, the Township Board deems that an increase in salary of the office of Treasurer is warranted in consideration of the duties and responsibilities of that office, now

BE IT RESOLVED, that as of July 1st, 2022 the office of Treasurer shall be as follows:

Treasurer \$ 27,204.00

Motion by Cathy LaFontaine, Supported by Vern Kulman to approve Resolution #2022-06 establishing the Treasurer's salary for the FY 22/23 as presented.

Roll Call Vote

All Ayes

No Nays

Motion Carried

The Supervisor declared the resolution adopted on May 11, 2022 as proposed.

Catherine LaFontaine
Richmond Twp. Clerk

e) Approval of Resolution #2022-07 Establish Township Trustee Salary

**RESOLUTION TO ESTABLISH TOWNSHIP OFFICERS SALARY
This Resolution to Establish Township Officers Salary
Resolution #2022-07**

WHEREAS, according to MCL 41.95(3), in a Township that does not hold an annual meeting, the salary for officers composing the Township Board shall be determined by the Township Board, and

WHEREAS, the Township Board deems that an increase in salary of the office of Trustee is warranted in consideration of the duties and responsibilities of that office, now

BE IT RESOLVED, that as of July 1st, 2022 the office of Trustee shall be as follows:

Trustee \$ 6,319.50

Motion by Cathy LaFontaine, Supported by Cheryl Szalka to approve Resolution #2022-07 which will establish the Trustee’s salary for FY 22/23.

Roll Call Vote

All Ayes

No Nays

Motion Carried

The Supervisor declared the resolution adopted on May 11, 2022 as proposed.

Catherine LaFontaine
Richmond Twp. Clerk

f) Appointment of Recreation Committee Discussion

Motion by Cindi Greenia, Seconded by Vern Kulman to open the discussion.

All Ayes

Motion Carried

Trustee Cindi Greenia informed the Board that she would like to know how many members the Board would like on the Recreation Committee. The Board agreed that five (5) would be a good amount.

Trustee Cindi Greenia stated that she has reached out to a resident and is planning on asking a member from the Planning Commission. She would like to have the members approved at the June Board meeting.

g) Approval of Newspaper Designation

Motion by Cheryl Szalka, Seconded by Cindi Greenia to approve the North Macomb Voice and The Macomb Daily as Richmond Township's newspaper(s) of general circulation for the FY 22/23.

All Ayes

Motion Carried

Supervisor Chris DeVos asked if there was any discussion. No discussion was had.

h) Approval of FY 22/23 Regular Meeting Dates

Supervisor Chris DeVos asked if there was any discussion: The Board discussed taking a month off, July or August from holding a Board meeting. The Board agreed to not hold the August 10, 2022 Richmond Township Board Meeting.

Motion by Cheryl Szalka, Seconded Cathy LaFontaine to set the FY 22/23 meeting dates for the following dates; July 13, 2022, September 14, 2022, October 12, 2022, November 9, 2022, December 14, 2022, January 11, 2023, February 08, 2023, March 08, 2023, April 12, 2023, May 10, 2023, June 14, 2023 and with the meeting dates starting time 7:00 p.m., with the removal date of August 10, 2022.

All Ayes

Motion Carried

Supervisor Chris DeVos asked if there was any discussion. No discussion was had.

i) Township Park Name Discussion

Trustee Cindi Greenia stated that she would like to decide on a name for the park. The Board discussed and agreed to leave it up to the Recreation Committee for recommendation and bring it back to the Board for approval.

j) Township Stone Landscaping Discussion

Supervisor Chris DeVos stated that Director White would like to have some direction regarding the stone placement instead of wood chips. The type of stone would be a grey river rock.

Motion by Cindi Greenia, Seconded by Vern Kulman to have Director White move forward with the stone placement and not to exceed \$10,000.00

All Ayes

Motion Carried

Supervisor Chris DeVos asked if there was any discussion. No discussion was had.

k) Approval of Resolution #2022-08 EMS Week Proclamation

Motion by Cathy LaFontaine, Seconded by Cheryl Szalka to approve Resolution #2022-08 EMS Week Proclamation.

All Ayes

Motion Carried

Supervisor Chris DeVos asked if there was any discussion. No discussion was had.

l) Memphis Fire Contract

Motion by Cheryl Szalka, Seconded by Cindi Greenia to approve the Memphis Fire Contract as presented.

Supervisor Chris DeVos asked if there was any discussion:

Supervisor Chris DeVos informed the Board that Memphis has proposed a two (2) year contract, 1.7% increase for FY 22/23 and 2.5% increase for FY 23/24.

m) Update on Board Vacancy

Treasurer Cheryl Szalka wanted to know what was happening with her position.

Supervisor Chris DeVos stated that the Township has 30 days and we will probably call a Special Board Meeting.

n) John Gideon's Letter

Clerk Cathy LaFontaine provided a letter from the Township Auditor, John Gideon. John Gideon stated in the letter that he is going to perform an audit after the old treasurer's end date, so that the new treasurer starts with a clean slate.

14.) Items for Next Agenda

- a) FY 22/23 Fire and EMS Budget – Second Public Hearing
- b) Appoint Recreation Committee Members
- c) Amendments
- d) Girl Scout Troop Presentation

15.) Call to the Board

Clerk Cathy LaFontaine clarified how the Stone 80 was named for the land owner.
Trustee Cindi Greenia thanked Bob and Cheryl for taking care of the money and volunteering.
Trustee Vern Kulman informed the Board that Christensen's have been improving the Stone 80.

16.) General Public Comment:

A resident provided the Board Members with a listed produced from the Lions Club for people in our community.
A resident thanked Cheryl Szalka for all of her years of service.

17.) Adjournment:

Motion by Cindi Greenia, Seconded by Cathy LaFontaine to adjourn at 7:40 p.m.

All Ayes

Motion Carried

**Catherine LaFontaine
Richmond Township Clerk**

Catherine LaFontaine

**Respectfully Submitted
Recording Secretary – Lori Stewart**