

**CHARTER TOWNSHIP OF HARRISON  
BUDGET WORKSHOP MEETING  
AUGUST 31, 2007**

**PRESENT:**           **Anthony G. Forlini, Supervisor**  
                          **Jan P. Jorgensen, CMC, Clerk**  
                          **Sharon Eineman, Trustee**  
                          **Robert I. Garvin, Trustee**  
                          **Michael H. Rice, Trustee**

**EXCUSED:**           **James A. Ulinski, Trustee**

**ABSENT:**           **Darrin S. York, Treasurer**

**ALSO PRESENT:**   **Glenn Spencer, Finance Director**  
                          **Bill Kinney, Water & Sewer Superintendent**  
                          **Carole Ryan, Assessor**  
                          **Vijay Parakh, Building Official**  
                          **Carl Seitz, Fire Chief**  
                          **Adam Wit, Deputy Supervisor**

**The Supervisor opened the workshop meeting at 8:07 a.m.**

The Supervisor opened the workshop at 8:10 a.m., and stated that the purpose of today's workshop meeting is to discuss the 2008 budget.

Mr. Rice arrived at 8:12 a.m.

The Finance Director began his financial presentation stating that the budget is prepared using the 6.67 milage rate approved by the Trustees for the 2007 budget. The 6.67 milage rate applied to the new assessed property values produces \$508,000 higher revenue than current year, with \$380,000 allotted to the Fire Fund, \$100,000 to the Police Fund, and \$26,000 to the General Fund. The total taxable value in 2007 was \$960,533,910.00 and in 2008 is \$1,017,452,700.00. Other notable factors, state revenue sharing has been reduced 2.7% or \$51,400.00, cable TV fees are budgeted at a 5% increase over the 2007 budget, which is consistent with 2006 actual, and no income is projected from the 41B District Court venture. Also interest income is budgeted below current earnings levels, and administrative charge outs have not been adjusted in over 15 years and are in many cases very low and should be considered for increase. Wages are calculated at current wage and staffing levels, with the exception of those individuals that are entitled to step increases, group health insurance expense is budgeted at the current premium fees of Community Blue, employer pension contribution is budgeted at 19.5%, and retiree healthcare pension contribution is budgeted at 8.5 %. Professional fees, such as legal fees may need to be increased based on the 2007 spending levels. Auditing and Engineering fees are expected to remain consistent. In

summary to accommodate the revenue/expenditures projected, the contingency and equipment lines are eliminated from the Administration overhead department (999) and the storm drain line was reduced by 70%.

The Fire Chief presented his budget based on 5 mills. He stated that administrative costs have increased, that civil service costs are reduced because the commission will only administer promotional testing next year vs. promotional and establishing a new hire eligibly lists as in Y2007, and that the line item for radios and radio maintenance is reduced because the grant money received in 2007 completes the project, and the \$15,000.00 represents the fees payable to the State for maintenance for the program and for the purchase of two backup radios. The Fire Chief also stated that equipment reserve line item funding will have to be increased to meet the purchase time frame for the new ambulance in 2012 and a new ladder truck in 2014. He estimates the cost of the ladder truck to be \$1,000,000.00, and that the Building Additions and Improvements line item is increased to cover needed repairs at both stations; replace drain grates, cement floors, and to repair the outside wall of station two, and replace overhead doors at both stations. The Supervisor suggested at this time to transfers from line item 812 Administrative Costs, \$25,000 to line item 976 Building Additions/Improvements so that those needed repairs can be done in Y2008. The Fire Chief concluded that he has come in under budget each year, and has used grant funding to offset costs in the Fire Department. No increase to the firefighters salaries were calculated in the budget presented.

The Assessor stated that the taxable value of the property in the Township increased by 2.3% in 2008. In order to reduce her budget as presented, the Assessor offers to rent/lease a vehicle from the Water and Sewer Department, reducing line item 978.000 from \$12,055.00 to \$1,500.00. The Board reviewed and discussed other line items in the Assessing Department noting no additional changes.

At 10:30 a.m., the Supervisor announced that he has invited Mr. Richardson to present to the Board on behalf of the Clinton River Public Advisory Council and the Clinton River Watershed Council their request for the Township to partner in submitting a habitat restoration grant application to the National Oceanic and Atmospheric Administration. Mr. Richardson explained that the grant application was being submitted for \$3.6 million and spoke to the submittal requirements. He also stated that some of the partners have already pledged financial commitments and at this time he was asking Harrison Township to commit to partnering in filing the application and at a later date if the application is approved will be asked to enter into a statement of pledge, under a Statement of Agreement. Mr. Richardson stated that the Parkway Parcel is a crucial part of the application and the Township may be granted in-kind service credit based on the Township purchasing the property with general fund funds. He also stated that the Parkway Parcel will be part of the wetland restoration project. The Supervisor asked for the Board's support. Mr. Doug Martz also attended the presentation and stated that there were 10 vacancies on the Clinton River Public Advisory Council and suggested that the Board members consider appointing a board member to the council for representation. Meetings are held the third Thursday of every other month, with the next meeting scheduled for the third Thursday in October at 4:00 at the MISD.

**Motion by Mr. Rice, and seconded by Mrs. Eineman to submit a letter of support to file**

**the grant application in partnership with federal, state, and local authorities to implement wetland restoration. MOTION CARRIED.**

The Building Official reviewed his budget, along with the Planning and Zoning budgets. The Board members reviewed all line item and discussed legal fees, and funding for part time inspectors from other communities to assist and cover for Township Inspectors on a need basis. No changes were made.

The Board discussed without determining when to meet again to finish reviewing the budget

ADJOURNMENT

The Supervisor adjourned the workshop at 12:29 p.m.

Prepared & Submitted by,

Approved by,

Jan P. Jorgensen, CMC, Clerk  
Charter Township of Harrison

Anthony G. Forlini, Supervisor  
Charter Township of Harrison