

**Williamstown Township
Board of Trustees Budget Workshop Minutes
January 25, 2017**

Call to Order

The Williamstown Township Board of Trustees convened a budget workshop at 6:04 p.m. at the Williamstown Township Hall located at 4990 Zimmer Rd., Williamston, Michigan. Supervisor Bloomquist called the meeting to order and reviewed the Agenda. Supervisor Bloomquist led the Pledge of Allegiance.

Roll Call

Present: Supervisor Bloomquist, Trustee Kane, Trustee Duffy, Treasurer Cutshaw, Clerk Steinberg, Trustee Williams and Trustee Eyster (via Skype).

Absent: None

Public Comment

None. Closed at 6:06 pm.

Budget Workshop

The purpose of the workshop was to provide Board members an opportunity to review and discuss a draft budget and related materials concerning the Township's fiscal year 2017-2018 beginning April 1, 2017. Materials discussed included:

- Draft budget
- Employee benefit summary
- Staffing recommendations
- Road and Infrastructure funding policy
- Financial administration policies
- Escrow accounts
- Costs of administering tax collections

In context of detailed discussion, the Board selected several items for further review this calendar year. These included:

Policy issues

1. Infrastructure budget (how determined?)
2. Benefits for elected officials

- 3. Employee benefit policy
- 4. Contract policy (assessing, IT, planning, legal, insurance)
- 5. Recycling
- 6. Roads

Budget issues

- 1. 911 revenue
- 2. Dues
- 3. Park fees
- 4. Internet and phones
- 5. Capital outlay
- 6. Office repairs
- 7. Codification

Strategic planning

- 1. Videotaping board meetings
- 2. Tax collection administration fee

Public Hearing

A date for a public hearing on the 2017-2018 budget will be set in the near future.

Public Comment

None. Public comment closed at 9:07 pm.

Supervisor Bloomquist adjourned the workshop at 9:08 pm.

Minutes approved by:

Wanda Bloomquist, Township Supervisor

Date

Mark Steinberg, Township Clerk

Date

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