

Meeting called to order 10:00 am / Pledge of Allegiance by Supervisor, Dan Boes

**Board Members Present:** Dan Boes, Marianne Schwandt, Lee Frandsen, Andi Knapp & Tim Thornhill

**Guests Present:** approximately 15 community members signed in.

**Approval of Agenda:** Motion Frandsen 2<sup>nd</sup> Thornhill to approve the agenda. Motion passed unanimously.

**Public comment:** 10:02 am – No comments were made.

**Supervisor's Statement:** Supervisor Boes thanked everyone for attending and reminded the audience that this meeting is for the board to discuss the budget and guide the direction of the Supervisor as he prepares a budget to be presented at the Annual Meeting on March 18, 2023.

**Current Business:**

1. Trusted Solutions LLC (Blaine Gebhardt) provided the board with a written report on her progress on the scope of work included in the approved proposal dated November 14, 2022. Some of the things in the report are: Provided Budget vs Actual Report to the board, Reconciliation adjustments and General Journal Entries were made in previous years to the "Pooled Account" without making any adjustments to the individual fund accounts. Several reconciliation adjustments were made ranging from cents to a few hundred dollars. Some of the transactions of recent were: General Journal Entry with a note that the entry was instructed by Sara @ Lake Michigan CPS, but no explanation as to why the entry was done. 3/31/2022 – decrease of \$270,247.39 Fire Fund account balance exceeds funds needed to fulfill payment(s) to Lakeview Fire District. The Fire fund owes the General Fund \$250,000.00 for the initial payment to Lakeview Fire District. Minutes state that additional Fire Fund revenue and the money Fire CD's at that they mature are to be used to pay back the General Fund. The board should consider that minutes (August 12, 2019) indicate a transfer from the General Fund to the Fire Fund in the amount of \$141,7880.72 was approved. It does not appear this transfer was ever completed. Fire Fund payments are made in March and September.  
Budget vs Actual Report should be provided to the Board monthly to make adjustments quarterly.  
**Resolution** Thornhill 2<sup>nd</sup> Knapp to make the August 12, 2019, motion that was never completed null & void. Roll Call Vote – Ayes: Thornhill, Knapp, Frandsen, Schwandt & Boes Nays: None Resolution adopted.  
**Resolution** Frandsen 2<sup>nd</sup> Thornhill to reclassify the Fire CD's (\$141,488.85) to General Fund CD's to payback portion of the \$250,000.00 from Fire Fund for buy in to the Lakeview Fire District. Call Vote – Ayes: Thornhill, Knapp, Frandsen, Schwandt & Boes Nays: None Resolution adopted.  
**Resolution** Schwandt 2<sup>nd</sup> Knapp to move \$108,511.15 from 206-970 Unallocated Fire Funds to 901-970 unallocated General Funds to complete the payback to the General Fund of the buy in of the Lakeview Fire District. Call Vote – Ayes: Thornhill, Knapp, Frandsen, Schwandt & Boes Nays: None Resolution adopted.
2. Review the Budget vs Actual Report – the Board went through the report line by line to give thoughts and suggestions to the Supervisor when he is making up the 2023 -2024 Budget that will be presented at the Annual Meeting / Budget Review on Saturday, March 18, 2023. A few of the items discussed were: adding line items for Deputy Clerk, Deputy Treasurer & Deputy Supervisor & technology updates, adjusting the schooling for all board members. After discussion about the liability and responsibility of the township (opinion letter from the attorney & information from our insurance agent) the board has agreed to contract out the snow removal for the Township building and the 2 parking lot spaces on A & B streets in Trufant only. Also, to sell the plow truck at the conclusion of this spring 2023.

**Adjournment:** Motion Schwandt 2<sup>nd</sup> Knapp to adjourn at 12:15 pm. Motion passed unanimously.

Respectfully submitted: Andi Knapp MVT Clerk **Next Meeting: Monday, March 13, 2023 at 7:00 pm**