

# 2018 Annual Meeting of the Qualified Electors of Burt Township

## **Annual Meeting**

Sheri Shafer~ Supervisor

Lori McShane~ Clerk

Tara Dongvillo~ Treasurer

Deborah Lundquist and James Krempa~ Trustees

# 2018 Annual Meeting of the Qualified Electors of Burt Township

## AGENDA:

- A. Call to order, Pledge of Allegiance
- B. Public Comment: (limit 2 minutes each)
- C. Approval of Agenda
- D. Annual Meeting:
  - Approval of Prior Minutes
  - Supervisor's Report – State of the Township Address
  - PUBLIC BUDGET HEARING - Elector's Discussion
- E. Public Comment - General (limit 2 minutes each)
- F. Adjournment

# 2018 Annual Meeting of the Qualified Electors of Burt Township

## What we did last year . . . .

- *Major renovation inside and outside of the Medical Center Building. (including flooring, painting, lighting, new windows, doors, roof)*
- *Confirmed agreement with Munising memorial and now have Physicians here at least three days a month*
- *New Township webpage – and will only get better!*
- *Partnered with the county and CUPPAD to complete GIS mapping for all of Alger – including Land Value maps for the new assessor*
- *Graded/graveled the parking area at coast guard point and extended the parking area at Agate Beach*
- *Received grant funds and purchased and implemented new election equipment*
- *Revised and adopted new ordinances, Land Division and Transient Merchant*
- *Applied for and received grant funding for senior stretch classes.*
- *New work utility truck for Water/DPW*
- *Preparations for the Marina bathhouse and fish cleaning station*
- *Sound system upgrades at the community center*
- *Implemented paid on call hours for ambulance personnel and outsourced our ambulance billing services*
- *LED lighting throughout Township Office*
- *Ten new picnic tables for Woodland Park*

2018 Annual Meeting of the  
Qualified Electors of Burt Township

*What are we working on for 2018?*

**General Fund:**

- Partnership with the Alger county sheriff for additional road patrol\*
- Speed control signs – reflecting current speed
- Ordinance updates – Zoning
- Memorial bench placement near the inner light – Jordan donation
- Continue to enhance the new township web page
- Save for township office building renovations

**Ambulance and Fire**

- Continued investment for replacement vehicles

# 2018 Annual Meeting of the Qualified Electors of Burt Township

*What are we working on for 2018?*

## **DPW & Water**

- More repairs to the front porch/boardwalk
- Investigate/engineering for additional downtown parking
- Additional cones at the Airport
- Guardrail and fencing repair on Brazel Street
- Sidewalks repair/replace
- Purchase new water line detection equipment

## **Roads:**

- Continued Dust control
- Newberg Road graveling, grading, and drainage improvements (deferred)
- Mill Street
- Greenspace parking

# ESTIMATED 4-YEAR IMPROVEMENT SCHEDULE

<u>Year</u>	<u>Prioritized Project</u>	<u>Total Cost</u>	<u>Township \$</u>
• 2018	Dust Control	\$15,000	\$15,000
	Mill Street	\$20,100	\$10,050
	Newberg Road (2017 deferred project)	\$118,000	\$59,000
	Greenspace Parking	\$22,050	\$22,050
• 2019	Dust Control	\$15,000	\$15,000
	Cemetery Road Paving	\$93,320	\$87,660
• 2020	Dust Control	\$15,000	\$15,000
	Mixon Road	\$99,775	\$49,888
• 2021	Dust Control	\$15,000	\$15,000
	Lowder Road	\$72,200	\$36,100
	Ridge Road	\$29,200	\$14,600

Sum of Township funding spent in 4-year program = \$339,348

2017 Carry-over funding (Newberg Road) = \$59,000

Total Road funding collection for 4-year program = \$280,348

Total Road investment in Burt Township = \$514,645

# 2018 Annual Meeting of the Qualified Electors of Burt Township

*What are we working on for 2018?*

## **Marina bathhouse/fish cleaning station project:**

- Project will include bathrooms, shower, and fish cleaning station with grinder, additional benches and picnic area as well. Construction to begin summer 2018. We are also hoping to pave and line the marina parking lot area in 2019

## **Parks:**

- More new heavy duty picnic tables
- Water system upgrade for the west end of the park with office and garage remodel
- Possible new roof/siding for the pole barn
- Grade/Gravel the road throughout the park
- New Point of sale equipment for campground
- Continued improvements to the parking area at Coast Guard point (North side)
- Removal of outdated/unsafe playground equipment behind office. Possible replacement
- Recycling Program in partnership with Newberry/Grant funding
- New Washers/Dryers in the Laundry area
- Increased campsite and laundry rates

# 2018 Annual Meeting of the Qualified Electors of Burt Township

## Outstanding loans - payments due 2018/2019

Water	\$83,000	Water system replace – p/o 2052
DPW	\$10,000 \$ 2,500	Weston Building – p/o 2042 Cherry Picker – p/o 2020
Ambulance	\$12,400	Weston Building p/o 2042
Fire	\$17,600	Weston Building p/o 2042
Park	\$ 2,500 \$ 45,000	Cherry Picker p/o 2020 Line of credit/Water system upgrade
Total --	\$173,000	



# 2018 Annual Meeting of the Qualified Electors of Burt Township

Account Name		Balance as of 04/01/17	Deposits since	Checks since	Balance as of 03/26/18	Outstanding Bills To be Paid	Anticipated Remaining Funds	Notes
Fund								
General Fund	101	156,249.16	300,026.05	318,066.48	138,208.73		138,208.73	101 000-001.000
Fire Protection	206	59,165.92	115,995.38	98,852.20	76,309.10		76,309.10	206 000-001.000
Harbor Fund	220	43,576.69	17,673.06	2,500.00	58,749.75		58,749.75	220 000-001.000
Township Improvement	246	25,374.44	196,174.66	162,631.99	58,917.11		58,917.11	246 000-001.000
Roads	246	63,491.21	81,793.04	16,810.95	128,473.30		128,473.30	246 000-002.000
Beach Access	255	7,000.70	-	-	7,000.70		7,000.70	255 000-001.000
Medical Facility	291	9,663.03	8,600.13	12,045.01	6,218.15		6,218.15	291 000-001.000
Ambulance Corps	505	124,588.92	96,099.02	116,379.12	104,308.82		104,308.82	505 000-001.000
Park Fund	508	61,370.50	404,293.14	333,917.71	131,745.93		131,745.93	508 000-001.000
Fuel System	585	21,866.20	61,561.31	71,333.13	12,094.38		12,094.38	585 000-001.000
Water Receiving	591	229,004.91	332,195.95	324,902.16	236,298.70		236,298.70	591 000-001.000
Marina	594	48,080.92	51,636.66	75,551.29	24,166.29		24,166.29	594 000-001.000
Water-Bond Redemption/Reserve	591	85,072.72	199,680.78	190,465.00	94,288.50	-	94,288.50	591 000-005.000
Water-Repair, Replace & Impr	591	79,973.68	29,469.96	12,624.75	96,818.89	-	96,818.89	591 000-001.004
<b>TOTALS:</b>		<b>1,014,479.00</b>	<b>1,895,199.14</b>	<b>1,736,079.79</b>	<b>1,173,598.35</b>		<b>1,173,598.35</b>	
Savings Accounts:								
Ambulance Trust Savings	505	21,467.14	40.46	-	21,507.60	-	21,507.60	505 000-002.001
Ambulance Scholarship Funds	505	1,214.23	2.28	-	1,216.51	-	1,216.51	505 000-002.002
<b>Totals</b>		<b>1,037,160.37</b>	<b>1,895,241.88</b>	<b>1,736,079.79</b>	<b>1,196,322.46</b>	<b>-</b>	<b>1,196,322.46</b>	<b>-</b>
Below Accounts are "Pass-Through" accounts and their activity is included in the above transactions so they are not included in the totals.								
Tax Account	701	260.91	1,971,571.97	1,971,593.97	238.91	-	238.91	701 000-001.000
Payroll Account	All	972.15	253,424.47	252,985.64	1,410.98	-	1,410.98	101 000-001.001
Debit Card Account	All	5,000.00	7,613.50	7,889.88	4,723.62	-	4,723.62	
			Value	Maturity	Terms	Interest Rate		
Harbor / Amb Shared * Peoples	700-0055152-6800		12,508.99	08/09/18	12 Months	0.45%		505 000-003.004
Fire Department Peoples	790-0031027-1		8,431.86	05/20/18	182 Days	0.30%		206 000-003.001
Fire Protection Fund PSB-CDARS	1018708422		62,093.19	01/25/20	2 years	1.00%		206 000-003.015
Ambulance/Fire - 50/50 PSB-CDARS	101-3532032		51,492.78	08/31/18	182 Days	0.30%		206 000-003.002/505 000-003.002
<b>TOTAL VALUE OF CD'S</b>			<b>134,526.82</b>				<b>1,332,499.17</b>	<b>Total</b>

# 2018 Annual Meeting of the Qualified Electors of Burt Township

## Budget Overview

## 2018 Annual Meeting of the Qualified Electors of Burt Township Budget Overview

### General Fund:

Beginning Fund Balance 03/31/17		\$174,784
Anticipated Revenues		\$264,650
Expenditures/Appropriations:		
Legislative (Trustees)	\$ 10,800	
Supervisor	29,650	
Elections	4,350	
Assessor	32,650	
Legal	1,000	
Clerk	32,350	
Board of Review	3,400	
Treasurer	30,550	
General & Administrative	51,600	
Public Safety	5,000	
Historical Society	500	
Planning & Zoning	6,200	
Other Activities	33,600	
Total Anticipated Expenditures		\$241,650
<b>Ending Fund Balance</b>		<b>\$ 197,784</b>

## 2018 Annual Meeting of the Qualified Electors of Burt Township Budget Overview

Special Millage/Special Purpose Funds:

### **Township Improvement Fund Revenues**

Beginning Fund Balance 03-31-17		<b>\$206,494</b>
Improvement Revenues (3.0 Op, 1.0 Road)	\$ 255,500	
Cemetery Revenues	500	
Airport Revenues	400	

**Total Revenues \$ 256,400**

### **Expenditures/Appropriations:**

Improvement & Other Activities	\$ 280,725	
Cemetery Expenses	1,500	
Airport Expenses	1,025	

**Total Anticipated Expenditures \$ 283,250**

**Ending Fund Balance \$179,644**

### **Harbor Fund**

Beginning Fund Balance 03-31-17		<b>\$ 49,649</b>
Revenues (0.25 Mills plus)	\$ 16,700	
Expenses	\$ 15,500	

**Ending Fund Balance \$ 50,849**

### **Beach Access Fund**

Beginning Fund Balance		\$ 7,001
Revenues	\$ 00	
Expenses	\$ 00	

**Ending Fund Balance \$ 7,001**

# 2018 Annual Meeting of the Qualified Electors of Burt Township Budget Overview

Special Millage/Special Purpose Funds:

Public Health & Safety:

## **Ambulance Fund**

Beginning Fund Balance		\$174,570
Revenues (1.0 mill)	\$ 145,100	
Expenses	\$ 145,100	
<b>Ending Fund Balance</b>		<b><u>\$ 174,570</u></b>

## **Fire Protection Fund**

Beginning Fund Balance		\$ 168,300
Revenues (1.5 Mills)	\$ 91,000	
Expenses	\$ 91,000	
<b>Ending Fund Balance</b>		<b><u>\$ 168,300</u></b>

## **Medical Facility Fund**

Beginning Fund Balance		\$ 8,349
Revenues	\$ 10,700	
Expenses	\$ 5,250	
<b>Ending Fund Balance</b>		<b><u>\$ 13,799</u></b>

## 2018 Annual Meeting of the Qualified Electors of Burt Township Budget Overview

Enterprise Funds:

### **Fuel System Fund**

Beginning Fund Balance		\$ 24,314
Revenues	\$ 60,000	
Expenses	60,000	
<b>Ending Fund Balance</b>		<b><u>\$ 24,314</u></b>

### **Park Fund Revenues**

Beginning Fund Balance		\$138,510
Park & Misc Revenues	\$ 696,100	
Library, Community & Youth Center Revenues	3,500	
<b>Total Revenues</b>	<b>\$ 699,600</b>	

### **Expenditures/Appropriations:**

Park & Misc Expenses	\$ 312,825	
Library, Community & Youth Center Expenses	63,750	
Capital Outlay	322,000	
<b>Total Anticipated Expenditures</b>	<b>\$ 698,575</b>	
<b>Ending Fund Balance</b>		<b><u>\$ 139,535</u></b>

### **Marina Fund**

Beginning Fund Balance	\$ 39,403	
Revenues	\$ 239,600	
Transfer from Park	15,000	
Expenses	\$ 236,550	
<b>Ending Fund Balance</b>		<b><u>\$ 57,453</u></b>

2018 Annual Meeting of the  
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Budget Overview

Enterprise Funds:

**Water System Fund**

Beginning Fund Balance		\$ 482,590
Revenues	\$ 228,500	
Expenses	\$ 170,600	
<b>Ending Fund Balance</b>		<b><u>\$ 540,490</u></b>

# 2018 Annual Meeting of the Qualified Electors of Burt Township

## Budget Overview

### Recap

Total Revenues	\$2,012,250	★
Total Expenses	\$1,947,475	
<b>Net Revenues over Expenses</b>	<b>\$ 64,775</b>	



Policy Sheet Review (Handouts)



# 2018 Annual Meeting of the Qualified Electors of Burt Township

## Electors Discussion