

**Proposed MINUTES OF THE SPECIAL BOARD MEETING
OF
THE CHARTER TOWNSHIP OF CHESTERFIELD**

November 23, 2015

The meeting was called to order by Supervisor Lovelock at 5:37 p.m. in the Charter Township of Chesterfield Municipal Offices at 47275 Sugarbush, Chesterfield, MI 48047.

Present: Supervisor Lovelock, Clerk Berry, Treasurer Hartman
Trustees: Anderson, Bell, DeMuyneck, Joseph

Also Present: Deputy Clerk Eric M. Wurmlinger, Finance Director Vicki Bauer, Deputy Treasurer Ellen Clark, DPW Assistant Superintendent Kevin Johnson, Parks and Recreation Director Chris Galatis, Parks and Recreation Assistant Director Amanda Willard, Fire Chief Doug Charbonneau, Benefits Coordinator Annette Jossey and Building Administrator Gary DeMaster.

Supervisor Lovelock stated that Clerk Berry wished to add an addendum to the agenda.

Motion by Berry, supported by DeMuyneck to add a Used Car Dealer License request for consideration prior to discussion regarding the 2016 general fund budget. **MOTION TO APPROVE AN AGENDA ADDENDUM**

Roll Call Vote:

/APPROVED

Ayes: Berry, DeMuyneck, Joseph, Anderson, Bell, Hartman, Lovelock

Nays: None

Motion by Lovelock, supported by Berry to approve an application for a New Used Car Dealer License for CARite Inc. at 29425 23 Mile Rd. Chesterfield Twp., MI 48047 **MOTION TO APPROVE A USED CAR DEALER LICENSE FOR CARITE/APPROVED**

Roll Call Vote:

/APPROVED

Ayes: Lovelock, Berry, Anderson, Joseph, DeMuyneck, Bell, Hartman

Nays: None

Supervisor Lovelock opened the meeting by asking Finance Director Vicki Bauer to give an overview of the budget and answer any questions from board members. **SUPERVISOR'S STATEMENT ON BUDGET PROCESS**

Ms. Bauer presented an overview of the 2015 Proposed Budget. She reviewed budget categories including funds, revenue, tax collection trends, expenditures, Fire Department special revenues and unique expenditures and the overall Building Department revenue trends. She then went through the various department accounts and solicited input. **BUDGET PRESENTATION**

The following items were discussed.

**BOARD OF TRUSTEES
BUDGET DISCUSSION**

- In a service-oriented organization employee wages and associated cost are the majority of expenditures.
- The elimination of the Administration Fee in 2015 as approved by the Board of Trustees in 2014. This will result in a \$572,560 reduction in revenue.
- A \$500.00 addition per person for an electronic device, to be determined later, for each board member as well as the Deputy Clerk and Treasurer for use at board meetings.
- The purpose of depreciation cost as it relates to the Water and Sewer fund.

Paul Lafata, Lou Nigro, and Rick Boland addressed the board during **PUBLIC COMMENT** board comments.

Motion by Lovelock, seconded by DeMuyne to adjourn at 7:55 pm. **ADJOURNMENT**

Ayes: All

Nays: None

MOTION CARRIED

Cindy Berry, Clerk

Michael Lovelock, Supervisor