TORCH LAKE TOWNSHIP

ANTRIM COUNTY, MICHIGAN

DRAFT MINUTES OF SPECIAL BOARD MEETING

BUDGET WORK SESSION

JANUARY 4, 2023

COMMUNITY SERVICES BUILDING

TORCH LAKE TOWNSHIP

Present: Cook, Schultz, Martel and Windiate

Absent: Merchant

Audience: One

THE PURPOSE OF THIS SPECIAL MEETING IS TO ADDRESS AGENDA ITEMS ONLY. OTHER ISSUES WHICH WOULD NORMALLY COME BEFORE A REGULAR MEETING OF THE BOARD WILL ONLY BE DISCUSSED IF THE FULL BOARD IS PRESENT AND THERE IS A NEED FOR URGENCY.

1. Meeting was called to order at 6:23

2. There was no Public Comment

3. 2023-2024 Board Meeting Schedule: **Motion** by Schultz to approve the 2023 Regular Board Meeting Schedule

 as presented with two corrections from previous handout. Motion was seconded and passed 4-0.

4. Proposed Pay Schedule for 2023-2024 Budget: While consulting the Recommendations for Elected and Appointed Employee handout created by the Compensation Committee, the Board went through the current Pay Schedule and made updates to each position, except the Fire and Ambulance Departments, which will be coved at the next meeting. The following is a list of **action** taken by the Board tonight:

***Motion/Support Contents Vote Approved/Denied***

Cook/Martel Increase Clerk Salary (3%) from $26,480 to $27,300 4-0 Approved

Cook/Martel Increase Treasurer Salary (10%) from $30,000 to 33,000 4-0 Approved

Cook/Schultz Increase Trustees Salary (4%) from $5,575 to $5,800 4-0 Approved

Martel/Schultz Increase Supervisor Salary (5%) from $30,000 to $31,500 4-0 Approved

Cook/Schultz Increase Deputy Salary (5%) from $20/hour to $21/hour 4-0 Approved

Cook/Martel Increase ZBA Chair from $200 to $240/meeting and Members

 from $100 to $120/meeting 4-0 Approved

Cook/Schultz Increase Planning Com. Chair from $200 to $240/meeting and

Members From $100 to $120/meeting 4-0 Approved

Cook/Martel Board of Review remains at $50/meeting

 Add a new category of $100 /meeting in March 4-0 Approved

Cook/Schultz Assessor Salary remains at $2,500 4-0 Approved

Cook/Schultz Increase remaining Township workers as listed below: 4-0 Approved

**Job Current Rate Proposed Rate Vote Approved/Denied**

Grounds Keeper $16.65/hr. $17.30 4-0 Approved

Bldg./Grounds/Maintenance $16.65/hr. $17.30 4-0 Approved

Ordinance Enforcement $30/hr. $30 4-0 Approved

Zoning Admin Assistant $18.75/hr. $22 4-0 Approved

Clerical Assistant $14/hr. $16 4-0 Approved

Clerk Acct Assistant Negotiated 4-0 Approved

Recording Secretary $50/hr. $50/hr. 4-0 Approved

Liquor Inspector $22 $23 4-0 Approved

Payroll Clerk $30 $30 4-0 Approved

Scanning Personnel $12.50-16.00 $15-17 4-0 Approved

Seasonal Park Attendant $16 $16-18 4-0 Approved

Park Attendant Lead $20 $21 4-0 Approved

5. There was no Public Comment

6. Board Comment: Schultz had a list of various contracts and expenses that will need to be addressed in 2023.

 Martel commented that the first snow storm was a blessing as it took down trees than rather than now!

7. With no further business the meeting was adjourned at 8:10 pm.

These Minutes are respectfully submitted and are subject for approval at the next regularly scheduled meeting.

Kathy S. Windiate

Township Clerk