

**SAUGATUCK TOWNSHIP BOARD  
SPECIAL MEETING**

**SATURDAY, MAY 16, 2009, 10:00 a.m.  
SAUGATUCK TOWNSHIP HALL  
3461 BLUE STAR HWY, SAUGATUCK, MICHIGAN 49453**

**MINUTES**

Clerk Wright called the meeting to order at 10:00 a.m. and noted the reason for the special meeting was to discuss the proposed 2009/2010 budget.

**Members Present:** Clerk Jane Wright, Treasurer Pat Knikelbine, and Trustee Chris Roerig.

**Members Absent:** Supervisor Bill Wester.

Wright opened the special meeting and asked for public comment. No audience was present and public comment was closed. Wright noted a memo to the board from Wester and read the first point which stated "I want it mandatory Managers attend all budget hearings and other meetings the Board deems important." Roerig commented that it is not an unreasonable request and confirmed the Manager reports to the Board. Wright read the second point which stated "I will not support a \$45,000 plus annual health care bill that still omits full time employees from coverage." Roerig stated some full time employees choose to opt out of taking health insurance benefits. Wright concurred, adding she has no problem with employees opting out of coverage as it can be part of the consideration on hiring. Wright read the third point which stated "A cafeteria style health coverage plan was to be considered, where did this go?" Wright submitted 6 different plans from 3 different companies that were considered by the group. She stated after comparing the costs vs. coverage, the current plan was deemed most economical. Wright added in consideration of the 0% increase in salaries for all employees we should not require a payroll deduction for health insurance. Wright read the fourth point which stated "The cost of insuring retirees, as well as part time zoning administrator must be reviewed." Wright stated the only retiree receiving insurance is Carole Schrekengust and that was a commitment made by a prior board by motion and can not be changed. She added the Zoning Administrator is considered full time and part of his compensation is health insurance. Wright read the fifth point which stated "Our current employee manual needs to be reviewed to insure new hires or current employee's benefits are well defined." Roerig noted the personnel policy was recently adopted and the only change would be all future insurance coverage be met with a reduction in salary. Wright stated the current policy addresses employee insurance and allows for deductions and changes to coverage. Wright read the sixth point which stated "Retirement funding be reviewed." Wright stated the level of funding in MERS is low due to prior board actions and the only thing that can be done is to send more money. She stated the annual actuarial recalculates the contribution percentage based on current employee ages and projected retirement dates and automatically requires a higher percentage to address the level of funding. Knikelbine noted it is not a concern. Wright read the seventh point which stated "Moving of general funds be reviewed for longevity." Knikelbine reported Wester's concern is based on

the current budget utilizing \$81,780 of the general fund, fund balance. Wright stated the estimated year end fund balance is \$283,693 and reducing it will not endanger the fund's integrity. She added the township auditor has reported anything between 10% and 60% of the annual budget is a good amount to hold in fund balance. Reducing it to an estimated \$201,913 still maintains 30% of the annual budget.

Roerig stated he understands the proposed budget and has no concerns, Wright and Knikelbine agreed.

**Motion by Wright, seconded by Roerig to adjourn the workshop meeting.** Meeting was adjourned at 11:00 a.m.

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Jane Wright, CMC, Township Clerk

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Date