

Updated: March 31, 2009

**PRAIRIEVILLE TOWNSHIP
BUDGET WORKSHOP MEETING**

March 9, 2009

CALL TO ORDER

Supervisor Stoneburner called the meeting to order at 3:30 p.m.

PRESENT: Supervisor Jim Stoneburner, Clerk Jill Owens, Trustee Sharon Ritchie, and Treasurer Vickey Nottingham

ABSENT: Trustee Mike Herzog

No guest present

All present pledged Allegiance to the flag and a moment of silence for our troops.

APPROVAL OF AGENDA

Motion made by Trustee Ritchie for the agenda to be approved. Supported by Treasurer Nottingham. All ayes. Motion carried.

APPROVAL OF MINUTES

Motion made by Treasurer Nottingham to approve the minutes of March 3, 2009 Budget Workshop as corrected. Supported by Trustee Ritchie. All ayes. Motion carried.

Correction: Add the following to page 2 line 46: **“Treasurer Nottingham moved to allow Trustee Ritchie to pursue Stimulus Fund Acquisition as needed. Supported by Clerk Owens. All ayes. Motion carried. “**

PUBLIC COMMENT

No public comment.

41 1. Budget Workshop

42

43 Supervisor Stoneburner received a quote for water lines for the Prairieville
44 Cemetery of \$4,200.00. Treasurer Nottingham noted that the new part of the
45 Cemetery was not covered. Supervisor Stoneburner will get a new updated
46 quote.

47

48 Supervisor Stoneburner received quote for two new furnaces and two new
49 air conditioners for the Township Hall from Weltons for a total of \$9,085.00.
50 Treasurer Nottingham asked regarding the Police Station's furnace.
51 Supervisor Stoneburner did not have that checked.

52

53 Trustee Ritchie checked on bulk postage. The information she received
54 from the Post Office is that mailings need to be exact, so any mail items with
55 different information, (an example would be parcel numbers) would not be
56 able to go bulk. Assessment notices and newsletters could be sent through
57 bulk mail. A fee of \$180.00 a year would be charged plus the price of
58 postage. Prairieville Township would need about three mailings a year to be
59 cost effective.

60

61 Clerk Owens handed out a memo. The following is the information that the
62 memo contained.

63

64 Pitney Bowes, account #101-299-930, \$552.00 billed quarterly;
65 March 13, June 13, Sept 13, Dec 13. \$441.00 Equipment rental \$111.00
66 Service contract.

67

68 Ikon Copier Service last agreement contract is dated 6/11/03 \$72.80, per
69 quarter plus .0182 over 4000 copies. In the contract it states the contract rate
70 will be readjusted to IKON's then prevailing rates, which will be reflected in
71 an increase on the renewal date (3/1/09). I have a phone call in to get new
72 contract info. Copier does not have a way to keep track of legal/regular size
73 copies. Total number copies made for the last 5 months were 18,826, so
74 appx 45,000 copies an yr.

75

76 Republic would charge \$238.00 to bring a recycle bin in on a Friday and
77 pick up on Monday.

78

79 Diane's Cleaning Service would charge \$40.00 every ~~two-week~~ two-weeks
80 to do the hall and bathrooms.

81 Transamerica's yearly current Pension Plan charge is \$17.00. Transamerica
82 does not do the administration paper work. The plan is a fixed percent and
83 each employee is set up on a different plan. The employee has an 8-year
84 wait from the last deposit or 8% penalty for withdrawal.

85

86 Clerk Owens handed out General Ledger Account Activity Reports and
87 copies of invoices for discussion.

88

89 Trustee Ritchie reported that she was successful in applying for a new
90 Township Hall and Road improvement projects through the Stimulus
91 Package. She also noted that the Gull Lake Sewer Authority applied for a
92 water tank and sewer project in which Prairieville Township was named.

93

94 Treasurer Nottingham moved to adjourn the meeting. Supported by Trustee
95 Ritchie. Supervisor Stoneburner adjourned the meeting without objection at
96 5:55 pm.

97

98 Respectfully Submitted,

99 Jill Owens