

**PRAIRIEVILLE TOWNSHIP  
BUDGET HEARING MEETING**

**March 30, 2009**

CALL TO ORDER

Supervisor Stoneburner called the meeting to order at 7:00 p.m.

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

One guest was present.

All present pledged Allegiance to the flag.

APPROVAL OF AGENDA

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

Trustee Ritchie added No. 3 911 and No. 4 Census

PUBLIC COMMENT

No public comment.

1. Budgeted from Fund Balance

Trustee Miller moved that \$13,509.00 is allocated from Fund Balance for the 2009/2010 Budget. Trustee Ritchie supported. All Ayes. Motion carried.

2. Budget Hearing

Treasurer Nottingham started a discussion on the importance of having Deputy Treasurer and Deputy Clerk compared to an Administration Assistant. The Board discussed coverage for the Prairieville Township Office, hourly wages, hours of Clerk and Treasurer.

41 Trustee Ritchie moved to have a monthly report on coverage for the Prairieville  
42 Township office and hours of Deputy Clerk and Deputy Treasurer for the Regular  
43 Board meeting. Supported by Trustee Miller. All Ayes. Motion Carried.

44

45 General Appropriations Act and Personnel Pay Scheduled passed: see attached.

46

47 Trustee Ritchie moved to accept Prairieville Township Parks Commission Budget.  
48 Trustee Miller supported. All Ayes. Motion carried.

49

50 Supervisor Stoneburner read his letter written to the Board, employees and  
51 community. The letter is attached. Suggestions were made to include with pay  
52 checks and posted on the web.

53

54 3. 911

55

56 Trustee Ritchie reported on the response of Phyllis Fuller, Director and Jerry  
57 Sarver, Chair of the Barry County Central Dispatch Administrative Board  
58 regarding E9-1-1 Central Dispatch Amended Service Plan for the county of Barry.

59

60 Trustee Miller stated he would like to have a representative from the southwest  
61 corner of Barry County.

62

63 Treasurer Nottingham moved that the E911/Central Dispatch Plan be adopted as  
64 recommended on February 18, 2009, by the Barry County Central Dispatch  
65 Authority Board. Clerk Owens supported. All Ayes. Motion Carried.

66

67 4. Census

68

69 Trustee Ritchie handed out Suggested Schedule for the Complete Count  
70 Committee for 2010 Census. She would like to go over list at the next Regular  
71 Board Meeting.

72

73 BOARD COMMENTS

74

75 TRUSTEE RITCHIE

76

77 Trustee Ritchie requested help on the Investment Policy. Treasurer Nottingham  
78 volunteered.

79

80 She also stated that she would like to have job descriptions for Prairieville  
81 Township employees and officers. Job descriptions would be great tool for the  
82 future employees and officers.

83

84 CLERK OWENS

85

86 Clerk Owens stated she was proud of the Board process on the Budget. She would  
87 like the Board to start the New Year by making a Mission Statement for  
88 Prairieville Township Board. Treasurer Nottingham stated that she had  
89 information to help write a Mission Statement and would bring to a future meeting.

90

91 Clerk Owens also stated that she has been working on Election Training. As of  
92 today the State of Michigan Election bureau stated they would do the training in  
93 Barry County. The Election Bureau will schedule a time with Barry County Clerk  
94 on March 31, 2009.

95

96 TRUSTEE MILLER

97

98 Trustee Miller would like to see the Budget workshops start earlier in the  
99 2009/2010 year.

100

101 TREASURER NOTTINGHAM

102

103 Treasurer Nottingham stated Prairieville Township Board needs to start the New  
104 Year with a 5-year and/or 10 year Plan. She also stated that she would like to see  
105 more projects done on a two-person committee approach. The committee  
106 approach would help in time and communication.

107

108 SUPERVISOR STONEBURNER

109

110 Supervisor Stoneburner stated the assessor would be taking a class with BS&A in  
111 April 2009.

112

113 Trustee Ritchie moved to adjourn the meeting. Supported by Treasurer  
114 Nottingham. Supervisor Stoneburner adjourned the meeting without objection at  
115 8:51p.m.

116

117 Respectfully Submitted,

118 Jill Owens