



**Weesaw Township
New Troy, MI 49119**



**SPECIAL BOARD MEETING MINUTES/
BUDGET WORKSHOP**

Tuesday, March 12, 2024

The Special Board Meeting (budget workshop) was called to order by Supervisor Gary Sommers at 10:00 a.m.

Roll Call by Clerk Green: Members Present: Wanda Green, Art King, Gary Sommers, Robert Warmbein.
Members Absent: Michelle Tackitt

1. **Amazon Account/Credit Card:** Sommers indicated that Township needed an Amazon credit card and/or tax-exempt account. Erika Burcham searched in her laptop to find out information, and she indicated that we needed a credit card to attach to the account. There was discussion by the board members regarding this topic. Approval by board and all receipts would have to be turned in. Discussion by board members. Motion by Warmbein, supported by King, to apply for a credit card with 5th/ 3rd Bank with a limit of \$5,000 in the name of the Township with names of those authorized to use. In the event a person was no longer with the township, their name would have to be taken off the card. Roll call vote, all ayes (Warmbein, King, Sommers, Green), motion carried.
2. **Office Equipment/Supplies:** It was determined that we needed to purchase a number of chairs, as several employees are in need of new chairs and the Township Board table chairs do not meet standards (minimum of 5 legs). Green indicated that the chair which was purchased for the Assessor, but Leanora is now using it, is very comfortable and seems to be sturdy to last a number of years. Erika found some in her laptop that seemed to be heavy-duty. King is going to St. Joseph and will look into chairs at several places.
3. **Payment for New Windows 11 Computers & Set-Up:** Motion by Warmbein, supported by Green, to spend up to \$4,900 to purchase Windows 11 computers for the outdated ones we have presently. It is also \$75.00 each for data to be moved from the old computer to the new. Roll call vote, all ayes (Green, Sommers, King, Warmbein), motion carried.
4. **Discuss/Sign New Attorney Contract:** A copy was presented to board members for review and discuss. Motion by Warmbein, supported by King, to approve and sign the contract at \$200 per hour to be returned to attorney's firm. Roll call vote, all ayes (King, Warmbein, Sommers, Green), motion carried.
5. **Budget Workshop:** The board addressed the last of the General Fund budget and then went on to the Fire Dept. spreadsheet typed by Erika of which the Fire Chief and Safety Committee had discussed previously.

Regarding the balance of the cost center budgets yet to be completed: Roads Budget – Sommers indicated he had called but the Berrien County Road Dept. had no information yet to provide him – hopefully by the end of the week. Sewer Budget – Green will print off Budget vs. Actual and provide. Ambulance Budget– shouldn't take long to complete.

- Sommers adjourned the meeting at 12:52 p.m.

Respectfully submitted,

Wanda Green
Clerk