

Questions from Bridgett Dewald are in *italic*. Answers are in **bold**

1. *May the Board please provide the residents of the township a detail of spending for the following expense accounts:*

a. *Cemetery Misc \$50,500*

**\$50,000 transferred to CD.**

**\$500 paid as buy back on cemetery lot. Buy back amount reflects the purchase price paid for the lot at the time of original purchase**

b. *Clerk Expense \$4,611.78*---This is now under Office Expense per auditor's suggestion. The new Office Expense contains both Clerk and Treasurer's office expenditures.

**Clerk Expense breakdown for fiscal year 7/1/2023 to 6/30/2024:**

- **\$1355 Remote bookkeeper support**
- **\$2450 Presidential Primary Pay (72 hours open poll during Early Voting, 8 hours required by state for registering voters, 13 hours open poll on election day; additional hours each day of in person voting to set the electronic equipment up in the morning and secure at close, maintaining balanced daily record after close on Early Voting days and finalizing election with proper seals and records)**
- **\$94.34 Election workers lunch/dinner paid with clerk's personal credit card**
- **\$24.50 reimbursement (\$7.86—FOIA mailing; \$16.64—envelopes) items purchased with personal credit card, cash, or check.**
- **\$687.94 software update**

c. *Treasurer Expense \$4,641.42*--- This is now under Office Expense per auditor's suggestion. The new Office Expense contains both Clerk and Treasurer's office expenditures.

**Treasurer Expense breakdown for fiscal year 7/1/2023 to 6/30/2024:**

- **\$3126.50 Paid to Antrim County Treasurer for postage, printing, envelopes, etc. to produce tax bills.**
- **\$245.92 reimbursement (\$224.73 – ink cartridges; \$21.19 – tax checks) items purchased with personal credit card, cash, or check.**
- **\$660.00 US Postal Service for stamps. Stamp purchase includes bulk purchase made prior to cost increase.**
- **\$609.00 Inacomp for new computer and setup.**

2. Wages. Treasurer

Base wage noted on P&L dated 6-21-24: \$27,899.63  
6% PTAF for twice a year tax collection: \$31,510.71 increase of \$3611.00  
Wage off the Budget dated 2024-2025: \$34,766.00 increase of \$3256.00

- a. Please explain the additional \$3256.00 in wage
- b. Please show the residents of the township the resolution for the 6% of PTAF for twice a year tax collection – I was only able to find Resolution #6916 and #61115 – which both of those state the pay at 1% of PTAF.

**Treasurer's Answers:**

**Base Wage 24-25 is \$31,166.00...additional was paid once a year at the end of tax collection season from the interest from PTAF paid after the due date and is now included under salary/wages as per auditors..\$34,466.00.**

*\$31,510.71 increase of \$3,611.00*

*Wage off the Budget dated 2024-2025: \*\$34,466.00 increase of \$3,256.00  
\*Adjusted on Final Budget*

- a. *Please explain the additional \$3,256.00 in wage---* **Yearly contract since 2005 for collection of Summer Tax paid by State/Schools for Twp Treasurer's to collect Summer tax. Board directed the Treasurer to collect Summer tax with compensation offered in the minutes 2/10/2005. No cost to the Township.**
- b. *Please show the residents of the township the resolution for the 6% of PTAF for twice a year tax collection – I was only able to find Resolution #6916 and #61115 – which both of those state the to pay at 1% of PTAF.*

**Two different things. The 1% PTAF (Property Tax Administration Fee) is assessed on each individual Summer and Winter tax bill and is deposited in the General Fund. The .003% was inherited by the current Treasurer as a paid portion of the total PTAF collected and was recently increased to .006% and is paid from interest of late fees on taxes. Twp. receives all base PTAF deposited into Gen'l Fund. Approximately \$63,000 23-24.**

3. Wages. Clerk

Base wage noted on P&L dated 6-21-24: \$27899.63  
Wage off the Budget dated 24-25: \$34766.00 increase of \$6866.37

a. Am I understanding correctly that this increase is for Early Voting Duties since it is an election year?

**Base Salary of Supervisor, Clerk, Treasurer as per Budget Resolution \$31,166.00**

**Clerk: \$31,166.00**  
**\$ 3,300.00 Additional for Primary and Gen'l Election**  
**\$34,466.00 Total Clerk Salary for Fiscal year per budget.**

		<b>Per Month</b>
<b>Current Clerk July-November Salary:</b>	<b>\$14,361.00</b>	<b>\$2872.17</b>
<b>Additional due end of term for Elections worked:</b>	<b>\$ 1,925.00</b>	
<b>Elected Clerk remainder Fiscal Year</b>	<b><u>\$18,180.00</u></b>	<b>\$2597.17 Base Salary (No elections)</b>
<b>Total Clerk Salary 2024-2025 adopted budget</b>	<b>\$34,466.00</b>	

**SALARY FOR THE CLERK FOR FISCAL YEAR 2024-2025 REMAINS THE SAME AS THE BUDGET \$34,466.00...JUST PAID AT A DIFFERENT TIME FRAME TO ACCOMMODATE THE CURRENT CLERK LEAVING IN MID-FISCAL YEAR AND RECEIVING PAY FOR THE TWO ELECTIONS WHILE IN OFFICE.**