

BENGAL TOWNSHIP BOARD

BUDGET MEETING

MEETING 7:00 PM

MARCH 25, 2020

The Bengal Township Board Budget meeting was brought to order by Supervisor Schafer at 7:06 pm.

Members present: Deb Schafer, Denice Schultheiss, Bill Kushmaul, Nick McDonald and Sharon Bassette.

Community present: n/a

The **Pledge of Allegiance** was said and the meeting commenced.

Supervisor Schafer moved to accept the **agenda** as amended to add: review minutes from 03/11/2020 and Pay bills, supported by Treasurer Schultheiss, motion carried.

Supervisor Schafer moved to accept the **03/11/2020 meeting minutes** as presented, supported by Clerk Bassette, motion carried.

Treasurer Schultheiss presented the **Treasurer's Report**. Discussed was the Maner Costerison three year contract for the Township's annual audit through 2022. Treasurer Schultheiss made a motion to accept the Maner Costerison contract as presented, Trustee Kushmaul supported, motion carried. Supervisor Schafer made a motion to approve the Treasurer's Report as presented, supported by Trustee McDonald.

Clerk Bassette presented the **Clerks Report**. Sending collection letters during the Covid19 crisis was discussed; Treasurer Schultheiss made a motion to suspend sending collection letters for 90 days, Trustee Kushmaul supported, motion carried. Holding electronic meetings to support the Stay at Home mandate was discussed. Clerk Bassette discussed suspending hall rentals during the State at Home mandate; Treasurer Schultheiss made a motion to suspend hall rentals for April and May, Trustee Kushmaul supported, motion carried. Supervisor Schafer moved to accept the Clerk's Report as presented, supported by Treasurer Schultheiss, motion carried.

Clerk Bassette presented the **current bills to be paid**. Treasurer Schultheiss made a motion to approve the bills as amended to include a payment to Jacob Train in the amount of \$100, and revisions to the deputy clerk's and the Board of Review worker's pay; some of the checks were void due to timing issues with yearend, and new checks will be issued on 04/02, supported by Trustee McDonald, motion carried.

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Treasurer Schultheiss reviewed the **proposed budget** for the 2020-2021 fiscal year and made a motion to approve the 2020-2021 budget with total net revenue to be \$27,960, Supervisor Schafer supported, motion carried.

Supervisor Schafer presented the 2020-2021 **meeting schedule**. Supervisor Schafer made a motion to cancel the April 8, 2020 meeting due to the Stay at Home order, Trustee McDonald supported, motion carried. Supervisor Schafer made a motion to accept the meeting schedule as revised to cancel the April 8th meeting, Treasurer Schultheiss supported, motion carried.

Treasurer Schultheiss presented banking partner choices for the township. Treasurer Schultheiss made a motion to continue using Mercantile Bank, with Huntington Bank as alternate, for the **township's bank accounts**, supported by Trustee Kushmaul, motion carried.

BOARD COMMENTS:

Treasurer Schultheiss presented a **Post Audit Policy** to temporarily amend the current accounting policies/practices during the Covid 19 crisis in order to pay bills. A roll call vote was done after Treasurer Schultheiss made the motion. Kushmaul, yes; Schultheiss, abstained; Bassette, no; McDonald, yes; Schafer, yes. Motion carried.

ADJOURN MEETING:

Meeting was adjourned at 7:45 pm.

Minutes respectfully submitted by Clerk Sharon Bassette.