

STILLWATER TOWN BOARD BUDGET MEETING

December 7, 2022

In-Person

5:00 P.M.

PRESENT: Chairperson Sheila-Marie Untiedt, Supervisors Tim Sinclair and Robert Geisen, Rod Hunter. Clerk Barbara Riehle, Treasurer Marsha Olson, Deputy Clerk Jenni Maes. Also present: Alan Robbins-Fenger and Jim Riehle.

1. **Drafted 2024 Preliminary Budget**

A budget meeting was held to discuss the proposed Preliminary Budget for 2024; prepared using a cash basis of accounting. Treasurer Marsha Olson reviewed the proposed spreadsheets with Board Supervisors. The Budget was reviewed and appropriate changes were discussed.

Items for consideration include:

- Interest earnings are projected to stay flat for 2023 & 2024.
- Assessor Fees are billed to the Township from Washington County. The 2023 & 2024 rates are estimated. There is a 5.5% increase for projected inflation.
- The Stillwater Fire Department has a contract for fire protection for the township. The current contract has increased significantly over the previous contract. The 2023 & 2024 numbers are taken directly from the contract.
- Half the Newsletter Printing and the Newsletter Editor is being expensed to the Recycling fund to be paid from grant funds.
- The Road and Bridge Ditching and Mowing category includes tree trimming.
- Fire, Animal Control hours/wages are included in Public Safety total. They are no longer being allocated to each category.

General Fund	\$ 501,403	increase 1.57%
Road & Bridge	\$ 240,034	decrease 10.37%
Capital Projection	\$ 313,500	increase 6.81%

Road and Bridge and Capital Project Levies are combined in the actual levy to Washington County as Road and Bridge.

There will be more discussion at the regular board meeting after receiving updated numbers from the Town Engineer.

2. **Compensation Review**

Supervisors discussed a proposed compensation adjustment of a 5.26% increase beginning January 2023 for Clerk, Deputy Clerk and Treasurer. The "Clerk" category includes both Town Clerk and Deputy Clerk as one. The MN Association of Township (MAT) recommended consolidating the duties to one line item.

Town Board meeting stipend will increase \$5. In addition, other committees (i.e., Planning, Park and Communication) will be increased as well. The Maintenance staff along with Park Manager and Assistant Park Manager compensation was reviewed.

Attorney, Planner and Engineer rates adjusted. There have been changes to how contracts are billing us; (i.e., Miller) therefore, the line items are broken down a little differently.

3. Charitable Donations

Supervisors had a discussion regarding donations as follows:

- Library – \$5,000
- YSB – \$5,500

These amounts are ongoing and will be voted on by the residents at the Annual meeting in March 2023.

- Historical Society – \$3,000 (The Historical Society has requested a total of \$15,000 at \$3,000 per year for five years)
- Community Thread – \$500

The amounts also will be voted on by the residents at the Annual meeting in March 2023.

Supervisor Robert Geisen proposed a 10% inflation increase in 2024 to the above donations to go toward the cost of serving our community. There was further discussion, but no motion was made to support an increase.

4. 2023 Road Maintenance Schedule

Treasurer Marsha Olson reviewed the road maintenance schedule with Supervisors. In 2023, there are projects scheduled. Each category is budgeted separately (Snow & Ice Removal, Gravel Road Maintenance, Asphalt Road Maintenance and Ditching, Mowing and Brushing). In addition, the Capital Fund is separated by (Overlay, Sealcoat or Ottaseal) in the amount of \$313,500.

Current projections are flat at \$1,054,937. Treasurer Olson is still waiting for firm numbers from Engineering

ADJORNMENT – The meeting was adjourned at 6:15 p.m.

Clerk_____

Chairperson_____

Approved_____