

**MINUTES OF THE April 3rd, 2023  
BUDGET WORKSHOP MEETING**

The Budget Workshop meeting of the Onondaga Township Board was called to order on April 3, 2023, at 6:30 PM. The location for this meeting was held at Onondaga Township Hall.

We said the pledge and had a moment of silence.

Present were Supervisor Phil Hutchison, Treasurer Sara Ammerman, Clerk Marcie Seavolt, Trustee John Myers, and Trustee Pete Garner.

**INTRODUCTION OF VISITORS: N/A**

**PUBLIC COMMENT: N/A**

Items discussed at this meeting were:

1. **Adding renewals to budget lines if not already included:** Clerk Seavolt created a quarterly sheet with all the renewals that she was aware of. There may be more that will be included as well.
2. **Wage, Salary, and Fee Discussion:** Supervisor salary increasing \$100 due to having the responsibility of the Blight Citations. Hall Custodian salary increasing to \$650 per month AND receiving the \$75 deposit if the Hall Renters do not get their deposit back because it creates extra duties for the Custodian. Deputy Clerk and Deputy Treasurer hourly increase of \$2 making their hourly wage \$18.00 per hour. Election Chairman increase of \$2 making the hourly wage \$18.00 per hour. Election Workers increase of \$2 making the hourly wage \$14.00 per hour. The annual fee for the Open Meeting Act will increase to \$75. All Permit application administration fees will increase to \$35. Phil will find out the actual process for Land Division.
3. **Election Worker:** Jessica will attend the next Budget meeting to discuss what she knows.
4. **Savings Accounts:** Homestead Bank is a sweep account. Ammerman mentioned possibly having someone from Homestead coming to the Board Meeting and talking to us after July. Also, the current appropriate people are not signers on the account. Will get that done at the next meeting. Eaton Federal Money Market is costing us money. Sara asked permission to be able to do night deposits at Independent Bank for cash as well as getting a scanner for checks. The scanner is \$360, and ARPA can be used. The fee is \$40 a month per 75 checks and \$.40 a check after that. The Board agreed on this.
5. **Remainder of ARPA Funds:** The balance for Township ARPA= \$37,375.00. \$800 for lighting in the Treasurer-Supervisor office, \$16,000 for cemetery land and \$20,000 for toilet seat, paint hallway and office, phones, and printers.

**ADJOURNMENT:**

Myers made a motion to adjourn. Ammerman seconded. All ayes.  
Meeting adjourned at 8:24

Minutes Written and Submitted by  
Marcie Seavolt  
Onondaga Township Clerk