

**Brookfield Township Special Budget Meeting
March 24th, 2026**

Spotts called the meeting to order at 8:03 pm. Present was Spotts, Larson, Miller, Orr and Williams.

Larson presented amendments for approval of overages needed for the 25/26 FY.

Account	Overage	Budget	Increase To	Decrease To
101 General Fund				
101-840 Insurance	\$134.00	\$6,100.00	\$6,240.00	
101-955 Miscellaneous	\$119.41	\$700.00	\$820.00	
101-981 Computers & Software	\$18.00	\$9,788.95	\$9,808.95	
101-802 - Auditor		\$4,350.00		\$4,070.00
215 Clerk				
215-850 Telephone & Internet	\$350.00	\$50.00	\$400.00	
253-752 Treasurer Supplies		\$2,000.00		\$1,650.00
257 Assessor				
257-900 Assessor Advertising	\$118.71	\$1,000.00	\$1,120.00	
257-703 Finishing Up Cards		\$925.00		\$805.00
335-336 Fire & Ambulance				
335-804 Ambulance	\$6,936.00	\$23,434.00	\$30,820.00	
336-804 Fire		\$132,000.00		\$124,614.00

Moved by Orr, seconded by Williams to accept budget amendments for FY 25/26 as presented.
5/0 Motion Carried (MC).

Larson presented the General Fund budget for FY 26/27 of \$320,697.01. We will have a \$9,000 decrease in revenue from state revenue sharing. The majority of the budget is for fire, rescue and ambulance. The proposed annual ambulance cost is \$21,000 and expected CFD/Rural Fire cost is \$110,640.13. Further discussed was Hamlin Township's fire coverage expense. The agreement (from 2012) with Hamlin Township is under consideration at their request. They would like an annual payment instead of billing per run. They have proposed an annual amount of about 1% of their fire budget, which would equate to approximately \$19,000 this year. This amount is too large of an increase for us given what we have paid in run charges from Hamlin/Springport/Clarence in the past two years. They asked us to counter offer what we felt we could afford. The board feels \$10,000 annually is our maximum or Charlotte FD/RF has agreed to cover the whole township at no additional cost this year and then in future years any increase would be based on all fire runs per the Rural Fire Agreement. The budget also included \$20,000 estimated for start up expense to start the Joint Planning Commission with six other townships..

Before voting on the GF budget, Miller suggested presenting the Narrow Lake Sewer budget. Most income and expenses remained the same with minimal increases and one planned project. Projected income is \$113,040.50 with an increase over last budget year of \$6110.50 from 25/26 M&O that will come in June from the county from unpaid property taxes. Projected expenses are at \$109,050.00. With the recent pay off of the sewer system bond there is currently \$13,772 left in the special assessment savings and \$17,460 in special assessments income yet to come from the county from unpaid 2025 property taxes totaling \$31,232.00. Miller explained she discussed with Granger and these funds need to go back to the General Fund as Special Assessment funds, by law cannot be co-mingled or used for sewer M&O. Given the township general fund contributed \$163,000 to the NLSS Special Assessment account and \$17,000 to the M&O account in the past five years, any overage in the Special Assessment account should be returned. Granger suggested we could hold a small amount back in case there was a charge back for a tax sale, but otherwise the funds left over in the special assessment account needed to be transferred to the General Fund. The \$17,460 will be addressed when we receive it back from the county.

Larson moved to transfer \$13,000 to the general fund, seconded by Williams. 5/0 MC.

Larson moved to accept the Narrow Lake sewer system budget for FY 26/27, seconded by Orr. 5/0 MC

With that information, the motion was made by Orr and seconded by Williams to accept the FY 26/27 general fund budget with the prior mentioned additions. 5/0 MC.

Further discussion was the future of our continued budget constraints. Over the past years we have had to dip deeply into our reserve fund and our revenue sharing income is decreasing. With fire and ambulance costs continually rising, which is a service we must provide to our residents, we cannot be hovering above a deficit. Larson stated she spoke with our Assessor about implementing a **special assessment for emergency services**. If we add 1 mill it will generate \$66,382 and 2 mills will generate \$132,765 annually. It would be assessed on Real Property, no personal property or exempted property (Poverty, Disabled Veteran, churches, school and township property). The board unanimously agreed it was time to consider a special assessment district and Miller will contact our attorney to explore the process further, and report back.

In other meeting housekeeping, the board discussed the need to have more decorum at meetings. When needed we will offer a public comment at the beginning of the meeting and at the end of the meeting, with a 3 minute per person time limit. Also, now that we have our website up and running, a "draft" of the unapproved minutes is posted within seven days of the meeting and the Supervisor will dispense with the reading of the minutes at the meetings. Miller will email minutes to the board members, Larson will deliver a copy to Spotts, and paper copies will be printed and provided at the meeting.

Larson moved to adjourn the meeting at 10:15 pm, seconded by Williams. 5/0 MC

Respectfully submitted,

Tara Miller, Clerk

Approved 4/6/26