



CITY OF BURTON

CITY COUNCIL MEETING

MAY 5, 2026

MINUTES

Council Chambers

Budget Workshop

6:00 PM

**4303 S. Center Road
Burton, MI 48519**

A. Call To Order

The Council President called the meeting to order at 6:00 PM.

B. Roll Call

Present: Council President Gregory Fenner, Council Member Candice Miller, Council Member Steven Heffner, Council Member Ellen Ellenburg, Council Member Kris Johns, Council Member Tina Conley, Council Member John Wright
Absent: None.

C. Staff Present

Duane Haskins, Mayor
Charles Abbey, DPW Director
Racheal Boggs, City Clerk
Brandy Ruth, Controller
Katie Malin, Benefits Rep.

D. Budget Discussion

1. Administration Overview of Proposed Budget

Council President Fenner stated at this time, I am going to turn this over to our new Finance Chair, Mr. Johns.

Mr. Johns stated thank you Council President, public and staff in attendance tonight. If we could lead off by having the Mayor go over the administrative overview of the proposed budget.

Mayor Haskins stated I will keep this short and turn it over to the controller so that we can get started moving in the direction you all see fit and continue on.

Mrs. Ruth stated, okay for an administrative overview of the budget, things that you will notice throughout are wage increases at 4% as contractually negotiated. We did have a significant increase in health care costs. We received a health insurance increase estimated at around 18%. We do have a few capital asset requests, such as security upgrades for the Clerk's office and DPW that will be carried forward without any additional funding for those. We also have a new request from the assessor's office for a new vehicle. We are in need of two additional police vehicles, in need of replacing a sewer truck and a one-ton utility truck with a bucket. Once you have finished reviewing, we can return to the general operating fund, which will be page #1.

2. MERS- Actuarial Update

3. Health Care
4. Supplemental Info- Fund Balance Comp & Debt Service
5. General Funds Departments

Mrs. Ruth stated at the top, you will see the revenue section for the general operating fund. We are looking at approximately a 1.6 percent increase. Moving on from there, you will see the council's budget. That budget has increased significantly due to our property and liability insurance. Are there any questions about the council's budget?

Mr. Heffner stated the training funds have stayed the same at \$15,000. We have a lot of new people and I see a lot of training in our future. I think we need to bump that up to at least \$20,000 — \$25,000.

Mrs. Ellenburg stated, just to add to that, I know that when I was here nine years ago it was \$20,000, and I agree. I think you only get better as you educate yourself. I feel that education is one of the things that makes our city better, and we are able to come up with new ideas.

Mayor Haskins stated no doubt in our minds at all, but when the budget was put together it follows the trends that we have spent, so I agree with that 100%. We were just not exactly sure what number you would want in there. The money is there, we just have to add it in.

Mr. Heffner stated even if we do not use it all, it just goes back into general funds, correct?

Mayor Haskins agreed and asked if \$25,000 was the amount they wanted for the training funds.

Discussion about putting the training funds for city council at \$25,000 and all agree that is what they would like it to be at.

Mr. Johns stated yes, the recommendation is for it to be \$25,000.

Mrs. Ruth stated we will put that at \$25,000 for you.

Mrs. Ellenburg asked why the insurance jumped up?

Mayor Haskins stated that it is my understanding that it was done off a 30-year evaluation. We looked into it further regarding the prices, and we could not even come close. I think when your municipality is doing better, they look at that as well, but there was really no great explanation other than everything is going up. I have talked to other municipalities, and they all have the same issue with the insurance premiums going up.

Mr. Heffner requested to add a line item of \$10,000 to the council budget for the Burton Youth Advisory Council and if we do not end up doing it, then it will just fall back into general funds. If we are going to do it, then now is the time to really talk about it.

Mrs. Ellenburg stated I reached out to MSU extension, and they already have this type of program that goes around the county. We pay a mileage to MSU. It was just increased

last year for this same type of work, so my thought is, why reinvent the wheel, why invest \$10,000 when they offer it for free?

Discussion about the MSU extension program and whether they wanted to add the line item ensued. Council had a vote between themselves with 5 yes votes and 2 no votes.

Mrs. Ruth stated that since you made that decision, I can add that additional line item of \$10,000 that can be used or not utilized and go back into the general fund from the balance.

Mrs. Ruth stated in the Mayor's budget, you can see that there was a 4% wage increase there. The controller's budget had a 2.3% increase. The clerk's budget as a whole went down 6.6%. You will see in the treasurer's budget a 17.3% increase. The thing to note about that budget is that they are asking for a new line item of \$2,500 to move forward with striking delinquent personal property taxes with court costs. For the assessor's budget, you can see a 6% increase there. The election budget has a 29.8% increase due to the replacement of outstanding voting equipment as required by the state of Michigan. Our clerk is here to speak about it if you need additional details from her.

Mr. Johns stated, Madam Clerk, if you could please go into an overview of the purchase and the general details.

Mrs. Boggs stated that our election equipment has a 10-year life cycle, and we are approaching the end of the 10 years with Hart, which is the current vendor that provides our election equipment. The county is currently reviewing equipment with other municipal clerks, myself included, reviewing other vendors, the current vendor, comparing prices to see what would be the best fit for everyone. Soon we will have accepted a bid on that, and we are estimating those costs to go up dramatically. Right now, for a standard voter tabulator, it is \$5,000. The newer equipment is going to run around \$15,000. The good news is we consolidated our voting precincts earlier this year from 12 precincts to 7 precincts, so that is a substantial cost savings. We need 13 pieces of equipment roughly at a cost of around \$15,000. We are looking for at least \$180,000, which is why we have a line item of \$180,000 for new equipment. I do not know when we will be required to purchase that equipment yet. And we may be able to do some from this budget and some from the next budget. I will not know the details of that, unfortunately, until after the budget time. So I will keep you and the Mayor updated as I get information about that and let you know if there is anything else.

Discussion ensued about the different vendors that could be used and the voting equipment.

Mrs. Ruth stated that for the City Hall's budget there is a 5.75% increase, no significant changes there.

Discussion ensued about City Hall's budget and possibly canceling a contract with ERCLED program.

Mrs. Ruth stated, moving on to public service, you will see that there is a 2% increase and that is for the drains at large and our street lighting. As I am sure you're all aware that consumer costs are going up exponentially, so street lighting costs did take a hit this year because of that increase.

Mrs. Ellenburg stated, I see under public service, mosquito abatement. Given the fact

that it was voted down, will it be taken off of there?

Mayor Haskins stated that this budget proposal was put in place prior to it being voted down for renewal. The money is still there. If you guys say take it out, we can. If not, it will still be there if needed.

Discussion about the mosquito abatement program, what was treated and if they thought it was beneficial. The Council made the decision to remove it.

Mr. Heffner asked how many city employees do we have working for the city?

Mrs. Ruth stated we have 132, including everyone from all departments.

Mr. Heffner stated, I would like to give \$250.00 to each employee that works for the city as a tip, not a bonus, in honor of America's 250th anniversary. By making it a tip, they will not have to pay taxes on it and, by my calculations, it would cost us \$33,000. I think it would be a nice gesture to show our appreciation to all their hard work and dedication to the city.

Discussion about the legalities of being able to tip every employee ensued.

Mr. Johns stated, please go ahead and move forward with asking the auditors about the legality of this question around the tips.

6. Parks and Rec and Race Events

Mrs. Ruth stated, for the Planning and Zoning, you will see that the budget has decreased since last year. Parks and Recreation, you will see an increase there associated with the park improvements and expansion.

Discussion about holiday decorations on Center Road.

Mr. Johns stated, for the Parks and Rec community events, I know Director Roe is in attendance and a lot of great work is being done on planning. I would like to ask council to consider an increase of a bare minimum of \$10,000, so that we can give Director Roe the opportunity to continue to plan additional events.

Discussion ensued about community events and what the extra funds for that program would be used for and how it would help the community currently and in the future.

The Council agreed to bring it up to \$10,000 for Parks and Recreation funds if needed.

Discussion about acquiring the new property, including maintenance of the grounds and expansions on Parks and Rec.

Mr. Johns stated that the Council requested to change the line item for maintenance of grounds from \$15,000 to \$50,000.

Mrs. Ruth stated, moving on to the Burton Youth League, we are in our second year now of the City of Burton maintaining the fields for the baseball diamonds over there. And as you can see, we have continued to budget a little higher on our expeditors in order to cover these additional costs.

Discussion about maintaining the baseball fields and baseball equipment for the league.

Mrs. Ruth stated next we have Veterans Memorial Park fund. We only continue to budget approximately \$100.00 in expenditures for that due to the fact that we only do improvements to that park, regular maintenance and mowing are not included for that park. Next is the Memorial Day Race fund, the Veterans Honor Run and the Burton Race Series. These are all self-sustained budgets.

Mayor Haskins stated that we have no more wall space for names at the Veterans Memorial. Just so you're aware, we are in need of a new wall, we need to add on, we need to do something to the Veterans Memorial. This year we are adding red stone instead of mulch that was donated by Elga Credit Union, so thank you to all the people over there. I know it is costly, and we have a lot on our plates right now, but we are going to have to do something to get funds for it, maybe even a fundraiser of some kind so that we can preserve the Veterans Memorial and the legacy of Burton.

E. Meeting Adjournment

The meeting was adjourned at 7:35 PM.

[MIN_SIGNATURES]