

2026 Final Minutes of Special Meeting of the Homestead Township Board

Budget Hearing

February 23, 2026

**Call to Order:** Called to order at 6:00 pm by Supervisor Cooley

**Pledge:** Recited

**Roll Call:** Supervisor Cooley, Present; Trustee Mead, Present, Treasurer Holbrook, Present; Trustee Purchase, Present, Clerk Wilson, Present.

**Approval of Meeting Agenda:** Cooley moved to accept the agenda as presented. Wilson seconded. All Ayes, No Nays, Motion Carried.

**Public Comment:** None offered

**Business:**

**Budget:** It was determined that the budget review should begin with the 2026-2027 pay schedule. Both the Supervisor and the Clerk presented pay schedules for the Boards consideration.

Holbrook moved and Purchase supported a motion to set the Clerk salary at \$29,800. Roll Call: Holbrook, yes; Purchase, yes; Mead, yes; Wilson, yes, Cooley, yes. All Ayes, No Nays, Motion Carried.

Purchase moved and Wilson supported to set the cemetery management fee at \$2000. Roll Call: Purchase, yes; Wilson, yes; Mead, yes, Cooley, yes, Holbrook, yes. All Ayes, No Nays, Motion Carried.

Holbrook moved and Purchase supported to change description from HR Management/payroll to payroll & payables and set the annual fee at \$2500. Roll Call: Holbrook, yes; Purchase, yes; Mead, yes, Cooley, no; Wilson, yes. 4 ayes, 1 nay, Motion Carried.

Holbrook moved, Cooley supported to set FOIA Coordinator fee at \$100 per occurrence for the first 4 hours and \$23.50 per hour thereafter. Roll Call: Holbrook, yes; Cooley, yes; Purchase, yes; Mead. Yes; Wilson, yes. All Ayes, No Nays, Motion Carried.

Cooley moved and Wilson supported to set the Treasurer's salary at \$28,200. Roll Call: Cooley, yes; Wilson, yes; Mead, yes; Purchase, yes; Holbrook, yes. All Ayes, No Nays, Motion Carried.

Holbrook moved and Purchase supported to set the Supervisor salary at \$25,000. Roll Call: Holbrook, yes; Purchase, yes; Mead, yes; Wilson, yes; Cooley, yes. All Ayes, No Nays, Motion Carried.

Holbrook moved and Purchase supported to set the Website, Email and Sign Management fee at \$1000 per year. Roll Call: Holbrook, yes; Purchase, yes; Wilson, yes; Mead, yes, Cooley, yes. All Ayes, No Nays, Motion Carried.

Cooley moved and Purchase supported to accept all remaining wages and categories on the Supervisors draft pay schedule dated 2-23-26 through the record retention position. Roll Call: Cooley, yes; Purchase, yes; Mead, yes, Holbrook, yes, Wilson, yes. All Ayes, No Nays, Motion Carried.

It was agreed that Wilson would prepare the salary resolutions for the March, 2026 regular Board meeting.

Fire Chief, Tim Markey, explained that his proposed pay scale was based on researching a neighboring jurisdiction and looking at State averages. When questioned as to the vast range of percentage for the increases, he explained that they were based on job description and assumed duties. Cooley moved and Wilson supported to accept the salary schedule as presented. Roll Call: Cooley, yes; Wilson, yes; Purchase, yes, Mead, yes, Holbrook, yes. All Ayes, No Nays, Motion Carried.

**Annual Budget:** The budget was discussed on a per line basis, corrections were made to General Fund Revenues for PTAF, Interest Earned and Election Reimbursement. Transfer out to Road was reduced.

It was determined that several changes need to be made to page 2 regarding the departments that were affected by the salary adoptions. Corrections were made to the Clerk's deputy wages, office supplies and education line items. Corrections were made to the Treasurer's deputy wages, dues & subscriptions, printing & education line items. The Elections Department total cost center was increased with requested clarification for the line item changes.

Page 3 changes to Township Hall & Grounds included a reduction to maintenance and repairs and discussion ensued in regards to the \$50,000 capital outlay. Transfers out to Parks and Rec were reduced to \$65,000.

Page 4 Road Fund will be renumbered to 203, transfer in will be reduced to \$15,000.

Page 5 Fire Millage Fund contract income was reduced slightly base on the actual contract.

Capital Outlay will be adjusted upon further research prior to adoption of the budget.

Page 6 Parks & Rec transfers in was reduced to \$65,000.

Page 7 Cemetery Fund capital outlay was increased to \$20,000 for expansions.

Page 8 called for discussion in regards remaining in an equipment fund. The Supervisor and Fire Chief will research this matter further prior to final adoption of the budget.

Page 9 was reviewed with no changes recommended.

All changes, corrections and adjustment will be made prior to the adoption of the 2026-2027 which will be on the agenda for March 11, 2026

**Public Comment:** None

**Adjournment:** 8:17 pm

These minutes became final as approved by the Homestead Township Board at their regular meeting on March 11, 2026.

Respectfully submitted by Clerk, Kit Wilson on March 16, 2026.