

Trustees & Fiscal Officer  
(513) 722-3400

Zoning  
(513) 722-3400

Service Department  
(513) 722-4600



[www.goshen-oh.gov](http://www.goshen-oh.gov)

Police  
(513) 722-3200

Fire & E.M.S.  
(513) 722-3473  
or  
(513) 722-3500

**Special Meeting – Goshen Township  
Board of Trustees  
Wednesday, December 17, 2014  
3:45 PM**

**General Business and Budget Discussion**

**Meeting Minutes**

**Opening**

Roll Call

Board of Trustees

Trustee Corcoran called the meeting to order at 3:45 PM and roll was taken.

Trustee Lisa Allen – Present

Trustee Claire Corcoran – Present

Trustee Lois Pappas Swift - Present

In Attendance: Service Director Bob Seyfried

**Adoption of Agenda**

**493-2014** Trustee Swift motioned to adopt the agenda. Trustee Allen seconds the motion; motion carries.

Trustee Allen – Yes

Trustee Corcoran – Yes

Trustee Swift – Yes

**New Business**

**494-2014** Trustee Swift motioned to increase 2014 appropriation in Ambulance Fund 2191-230-132-0000 Salaries by \$20,000.00. Trustee Allen seconds the motion; motion carries.

Trustee Allen – Yes

Trustee Corcoran – Yes

Trustee Swift – Yes

Trustee Corcoran explained that the expectation had been that there would be 27 pay periods in 2015 but the 27<sup>th</sup> pay period would actually be in 2014 and not in 2015. Chief Pegram submitted a memo regarding the 2014 salaries due to the 27<sup>th</sup> pay period, copy is attached for reference.

**495-2014** Trustee Allen motioned to increase 2014 appropriation in Ambulance Fund 2191-230-212-0000 Social Security by \$780.00. Trustee Swift seconds the motion; motion carries.

Trustee Allen – Yes

Trustee Corcoran – Yes

Trustee Swift – Yes

**496-2014** Trustee Swift motioned to increase 2014 appropriation in Ambulance Fund 2191-230-213-0000 Medicare by \$290.00. Trustee Allen seconds the motion; motion carries.

Trustee Allen – Yes

Trustee Corcoran – Yes

Trustee Swift – Yes

**497-2014** Trustee Allen motioned to increase 2014 appropriation in Ambulance Fund 2191-230-215-0000 Ohio Police and Fire Pension Fund by \$2,000.00. Trustee Swift seconds the motion; motion carries.

Trustee Allen – Yes

Trustee Corcoran – Yes

Trustee Swift – Yes

#### Service Department Budget

Service Director Seyfried stated the 2015 Service budget included paving which had not been completed in 2014 and paving which was scheduled for 2015 and there was a need of \$100,000.00 to complete the necessary paving in 2015. Director Seyfried stated that there was \$21,658.00 left from 2014 paving budget which would become unencumbered for 2015 and he would like to use this amount toward paving in 2015. Trustee Swift inquired if any paving was completed in 2014; Director Seyfried stated only patch paving had been done. Trustee Allen inquired if the reason no paving had been completed in 2014 was due to the County bid process which did not come back until the end of the year; Director Seyfried stated that no paving was done in 2014 because of the lateness in the County bid coming back.

Trustee Corcoran inquired if any work on been done regarding grants for the Service Department; Director Seyfried stated he was not aware of any grants for the needs he had.

#### General Fund Budget

Trustee Corcoran stated that the 2015 General Fund was the only fund with more revenue than expenses under the current budget draft and that the Police Department and Zoning would require a transfer from the General fund. Trustee Corcoran stated that the General fund would be covered for the 27<sup>th</sup> pay period in 2014. Trustee Corcoran opened discussion regarding the Administrator's salary and if it should be split between the departments and the General fund not assuming 100% of the Administrator's salary. Trustee Corcoran stated that in the General fund revenue that gifts and donations had been zeroed out due to no donations were received in 2014 and that with the closing of the Community Center the rentals and lease revenue was reduced to \$5,600.00. Trustee Corcoran stated that currently the Administrator's salary was reflected 100% in the General fund but would like to discuss if this should remain here. Trustee Swift inquired what was included in "Other Expenses"; Trustee Corcoran replied it had included cleaning expenses

which will try to decrease expense in 2015. Trustee Swift inquired if the Historical Society contributed toward the expenses the Township incurred on behalf of the Historical Society; Trustee Corcoran stated that the Historical Society pays for the electricity for the sign in front of the Fire Department. Trustee Swift inquired if the Historical Society pays rent for the office they currently are using inside the Township Building; Trustee Corcoran stated they do not pay rent for this office space. Trustee Corcoran explained that the line item "Payments to Another Political Subdivision" in the General fund was the amount that the County deducts from tax payments made to the Township and it is not for "911" calls. Trustee Allen stated that this line item also pays for the annual sewer invoice.

#### Zoning budget

Trustee Allen inquired about the Board and Commissioners payments and that the Commissioners had been hearing cases which the BZA maybe should have been hearing. Director Seyfried commented as a member of the Zoning Board, that few cases go to the BZA and if it is a zone change it would go to the Zoning Board and should not go to the BZA. Director Seyfried stated that the Zoning Board members are paid one fee on a monthly basis no matter how many meetings which are held during the month as long as they attend at least one meeting during that month they are paid for that month. Trustee Allen stated if more cases were sent to the BZA board that 2015 appropriation should reflect the possible increase. Trustee Allen commented that the Zoning Board secretary is paid \$50.00 per meeting payable by the Township and that in 2013 a donation had been received to pay for this expense but that no donation had been made in 2014 to cover the expense. Trustee Corcoran explained that the 2015 budget for "Contracted Services" increased due to the contract with Wendy Mueller at Compass Point Planning.

Trustee Corcoran stated a possible split for the Administrator salary could be 35% would expense to the General fund, 21.42% to Police Department, 21.42% to Fire Department, and 21.42% to Service Department. Trustee Corcoran stated this split is something for Trustees to start with but that they would need to think about the split.

Trustee Allen inquired about the \$150,000.00 deficit of 2015 revenue to expenses if unencumbered is not included; and that based on the 2014 approved budget procedure expenses did not exceed new revenue; what is the Board of Trustees procedure for the 2015 budget regarding revenue to expenses.

**498-2014** Trustee Allen motioned to schedule a Special Meeting on 12/29/2014 at 3:00 PM for general business and budget discussion. Trustee Swift seconds the motion; motion carries.

Trustee Allen – Yes

Trustee Corcoran – Yes

Trustee Swift – Yes

#### **Adjournment**

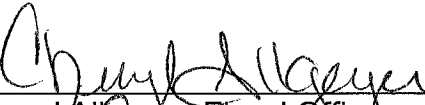
**499-2014** Trustee Allen motioned to adjourn the Special Meeting of the Board of Trustees at 5:07 PM. Trustee Swift seconds the motion; motion carries.

Trustee Allen – Yes

Trustee Corcoran – Yes

Trustee Swift – Yes

Respectfully Submitted by:

  
Cheryl Algeyer, Fiscal Officer

  
Goshen Township Trustee

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