

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  
Monday, November 17, 2014  
9:30 AM  
General Business and Budget Discussion**

**Meeting Minutes**

**Opening**

Roll Call

Fiscal Officer Cheryl Allgeyer

Trustee Corcoran called the meeting to order at 9:32 AM and roll was taken.

Trustee Lisa Allen – Present

Trustee Claire Corcoran – Present

Trustee Lois Pappas Swift - Present

In Attendance: Fiscal Officer Cheryl Allgeyer

**Adoption of Agenda**

**430-2014** 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**

Fund 2081 – Police District

Trustee Corcoran stated she had received from Captain Bob Rose an estimated pay out total for Chief Snyder of \$24,000.00. Trustee Corcoran stated she would like verification on the actual last day worked by Chief Snyder prior to his sick leave, to determine if this estimate is correct. Trustee Corcoran wanted verification of the funds that Chief Snyder's payout should be charged to.

Trustee Allen inquired of the Police revenue status to see if the fund had a surplus in revenue. Fiscal Officer Allgeyer stated that as of 10/31/14, the Police fund was over estimated revenue by \$32,000.00; which means that more money had been received than originally budgeted for. Trustee Allen inquired if any of the equitable

sharing from sale of seized property had been posted to the Police fund. Fiscal Officer Allgeyer stated that \$27,000.00 had been posted to the Police fund per the direction of Chief Snyder. Trustee Allen inquired if this revenue should be reallocated to a Drug Law fund; Fiscal Officer Allgeyer stated she would verify if amount should be reallocated to Drug Law Enforcement fund.

Trustee Corcoran stated she is concerned with possible Police salary in December due to Officers working additional hours to cover the schedule due to Chief Snyder's retirement and Officer McFarland working with Hamilton County on the evidence room audit. Trustee Corcoran would like the cost if Auxiliary Officer Craig Sanders was appointed to part time Police Officer in 2014 and would like for Trustees to vote on appointment at the next Trustee's meeting. Trustee Allen stated there should not been an additional cost if Auxiliary Officer Sanders was appointed to part time because he would only be on the schedule for the needed shifts which are currently vacant, this would eliminate some overtime occurring by current Officers. Trustee Allen inquired if Officer McFarland has been permanently moved to day shift; Trustee Corcoran stated that recommendation of Hamilton County audit is that Officer McFarland be in charge of the evidence room.

Trustee Corcoran inquired if any additional revenue equitable sharing would be received in 2014. Fiscal Officer Allgeyer stated that she does not receive communication when a deposit will be received until it appears on the bank statement. Trustee Allen stated that there is no time frame when revenue will be received due to it is based on when cases are closed and property is sold.

Trustee Corcoran stated that looking into expenses for the Police Department that Labor Agreements are still in negotiations regarding salary.

Trustee Corcoran inquired that proposed budget is that 2 new police cruisers would be added in 2015, one supplied by possible grant and one purchased by the Township; Trustee Corcoran questioned if grant was not approved how would the Township fund for the 2 cruisers. Fiscal Officer Allgeyer recommended that the 2<sup>nd</sup> cruiser should not be ordered until grant approval was received and verification on when grant revenue would be received.

#### Fund 2192 – Safety Service Levy

Trustee Corcoran inquired of the revenue split between the Police and Fire/EMS departments. Fiscal Officer Allgeyer stated the revenue split in 2014 was 60% to the Police Department and 40% to the Fire/EMS Department and that this same split had been budgeted in 2015. Trustee Corcoran inquired if more revenue could be moved to the Police Department; Fiscal Officer Allgeyer stated that conversation had been had with Fire/EMS Chief Pegram and that after Safety Service levy had been passed that 3 full time firefighters were hired and that Chief Pegram would like for the Safety Service fund to pay for these 3 employees. Fiscal Officer Allgeyer stated that the only expenses that Chief Pegram has in the Safety Service fund are related to employees (salaries, OP&F, medical for example); Chief Pegram has no operating expenses to this fund. Trustee Allen stated that her concern should more revenue be allocated to the Police Department is that when the Fire/EMS levy was

passed in 2014 that residents did not want the Fire/EMS department to lose revenue in the Safety Service fund. Fiscal Officer Allgeyer recommended to the Board that they discuss with Chief Pegram on his need for revenue in the Safety Service fund and to get an actual cost of the 3 employees which had been hired based on passage of the Safety Service levy.

#### 2014 Payroll

Fiscal Officer Allgeyer stated that when Administrator Snyder had presented the 2014 appropriation budget and then approved by Board of Trustees that only 26 pay periods had been budgeted and there would actually be 27 pay periods in 2014; in addition there would be a savings in December 2014 payroll due to Administrator Snyder retirement date of 11/30/14.

#### Evidence Room audit

Trustee Allen inquired if Hamilton County had completed the audit of the evidence room; Trustee Corcoran replied that evidence room audit had been complete and that currently all evidence was being sent to the Sheriff's office until a complete system had been installed at the Township. Trustee Corcoran stated that Officer McFarland was attending training and would then initiate procedures at the Township in order to transfer evidence back to Goshen.

#### Fund 2181- Zoning

Fiscal Officer Allgeyer stated the Zoning fund needed to be reviewed due to Compass Point planning project and Zoning Inspector Alley full time status; a transfer from the General fund would need to be done in 2015 to cover appropriations.

#### Community Center

Trustee Corcoran stated she had discussion with Service Director Seyfried taking over the Community Center and to use for Service Department storage. Discussion was had regarding needed roof repairs and installation of garage doors to convert for Service Department usage.

#### Scheduled Meetings

Special Meeting scheduled for 11/18/14 at 3:30 PM for Police Chief discussion.  
Special Meeting scheduled for 11/24/14 at 3:30 PM for General Business discussion.

## Adjournment

**431-2014** Trustee Swift motioned to adjourn the Special Meeting of the Board of Trustees at 11:17 AM. Trustee Allen seconds the motion; motion carries.

Trustee Allen – Yes

Trustee Corcoran – Yes

Trustee Swift – Yes

Respectfully Submitted by:

  
Cheryl Allgeyer, Fiscal Officer

  
Goshen Township Trustee

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