

Trustees & Fiscal Officer
(513) 722-3400

Zoning
(513) 722-3400

Service Department
(513) 722-4600



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
Tuesday, February 24, 2015
5:30 PM**

**General Business and
Budget Discussion**

Meeting Minutes

Opening

Pledge of Allegiance
Roll Call

Board of Trustees
Fiscal Officer Allgeyer

Trustee Allen called the meeting to order at 5:30 PM and roll was taken.

Trustee Lisa Allen – Present
Trustee Claire Corcoran – Not in Attendance (NA)
Trustee Lois Pappas Swift - Present

In Attendance: Fiscal Officer Cheryl Allgeyer, Administrator Lou Ethridge, Fire / EMS Chief Steve Pegram, and Police Chief Rick Combs

Adoption of Agenda

83-2015 Trustee Swift motioned to adopt the agenda. Trustee Allen seconds the motion; motion carries.

Trustee Allen – Yes

Trustee Corcoran – NA

Trustee Swift – Yes

New Business

2015 Operational Budget presentation

Administrator Ethridge presented the 2015 Operational Budget draft document and copy is attached for reference. Administrator Ethridge stated that there had been many changes made to the budget document since the last budget meeting and that this 2015 budget draft's expenses do not exceed new revenue. Administrator Ethridge stated that the Drug Law Fund 2221 is in the negative, but the expectation

is to receive federal seizure money. Police Chief Combs stated revenue was not expected in 2015 but he expects revenue to arrive in 13-14 months which would put it in 2016. Administrator Ethridge stated since changes had been made in the numbers in other categories that only transfer from the General Fund would be to the Zoning Fund. Trustee Allen inquired where the funding for the Police Department is coming from; Administrator Ethridge stated that the Safety Service Levy fund 2192 revenue for 2015 has been split 75% revenue to the Police Department and 25% revenue to the Fire Department. Administrator Ethridge stated that the Fire Department has additional revenue coming in 2015 from the new Fire / EMS levy and that revenue had been shifted to the Police Department in the Safety Service Fund to make up the difference instead of transferring money from the General Fund. Administrator Ethridge stated the salary split for the Administrator could remain the same as long as proper documentation is kept on a bi-weekly basis. Administrator Ethridge stated he has looked at the Fire Department and the new Fire / EMS levy in order to present a budget as requested by the Trustees from the prior budget meeting in that expenses are not to exceed new revenue. Administrator Ethridge explained that the process by not touching unencumbered is so that a savings is available for future needs. Administrator Ethridge stated this budget draft is an example of an operating budget without exceeding revenue.

Trustee Allen stated she would like to go line by line in the budget and inquired if the Administrator would prefer for her to meet with the Administrator independently in order to do this; Administrator Ethridge state he would prefer to meet individually with each Trustee should they choose to review line by line of the budget. Trustee Allen stated she would also like to meet with the Department Heads along with the Administrator; Administrator Ethridge agreed to meet individually with the Trustees along with the Department Heads. Administrator Ethridge state the biggest difference between the budgets presented previously to Mr. Ethridge being hired by the Township is that the prior budget used available unencumbered and that the draft presented 02/24/15 is a draft with expenses not exceeding revenue.

Trustee Allen proposed at the next budget meeting to be scheduled on 03/04/15 and to go over line items. Fiscal Officer Allgeyer recommended to Board of Trustees to have an approved budget by 03/15/15 in order to meet the County's appropriation deadline.

Administrator Ethridge inquired of Chief Pegram if he had anything to add since expense adjustments had been made to the Fire / EMS departments; Chief Pegram stated that due to Fire/EMS calls he was on that he has not had the time to review the current budget recommendation with Administrator Ethridge. Trustee Allen inquired of Administrator Ethridge as to why the budget philosophy has changed from 2014, in that in 2014 the budget was approved by Township as a whole did not exceed new revenue and that the 2015 budget draft is presented without the use of unencumbered in most funds; Administrator Ethridge replied that the 2015 budget draft is to build up unencumbered by his looking at past years financials and that unencumbered had been used for operating expenses. Trustee Allen recapped that she would like for Administrator Ethridge to present budget line item by line item, she would like for the Department Heads to comment on their department's budget, and would like a description on what has changed from prior budget drafts.

84-2015

Trustee Swift motioned to approve a contract with Emergency One Mfg. of Ocala, FL, for the purchase of one 2015 E1 custom pumper for purchase price of \$585,064.00. Trustee Allen seconds the motion; motion carries.

Trustee Allen – Yes

Trustee Corcoran – NA

Trustee Swift – Yes

Chief Pegram stated he was prepared to make recommendation to Board of Trustees for replacement of the fire truck which had been wrecked in 2014. Chief Pegram stated he had received four quotes on replacement of the truck and that he is recommending the lowest vendor bid and in addition the insurance company also recommended using the same lowest bid vendor which their bid totaled \$585,064.00. Chief Pegram stated the new truck is smaller than previous truck and it is upgraded with safety technological enhancements. Chief Pegram requested the Board of Trustees to make a vote on approving to purchase the new truck and once the Board of Trustees approves the purchase the insurance company will then issue the check payable to the Township, once the insurance check is received the purchase order can be issued to the vendor. Administrator Ethridge inquired if this price included equipment; Chief Pegram replied it does not but that there is a separate insurance policy on the equipment but almost all equipment was not damaged in the 2014 wreck. Administrator Ethridge inquired if there are any other expenses on the truck; Chief Pegram replied no. Chief Pegram stated he had multiple vendor quotes and that two of the quotes exceeded the insurance maximum of \$615,000.00 and that his recommendation is the lowest quote received.

85-2015

Trustee Swift motioned to accept the terms of Memorandum of Understanding for Fire Chief's Vehicle dated Tuesday, 02/10/15, MOU to be effective as of 01/01/15. Trustee Allen seconds the motion; motion carries.

Trustee Allen – Yes

Trustee Corcoran – NA

Trustee Swift – Yes

Administrator Ethridge stated he had been directed by the Board of Trustees to look into entering into a Memorandum of Understanding with the Fire / EMS Chief or to pay mileage at \$0.575 per IRS business mile standard which had been approved by the Board. Trustee Swift inquired how many estimated miles he drives annually for the Fire / EMS departments; Chief Pegram stated he drives an estimated 16,940 business miles annually and if you applied the standard mileage rate of \$0.575 it would total \$9,740.00 annually which is more than the MOU currently presented to the Board. Trustee Swift inquired where this money has been budgeted; Chief Pegram stated he had not been paid in the past for the usage of his personal vehicle for Township business and that the Township had only paid for gas in his vehicle. Chief Pegram stated he would invoice the Township \$500.00 on a monthly basis for his personal vehicle usage in addition to the MOU the Township would continue to pay for gas.

86-2015

Trustee Swift motioned to authorize the Administrator to sign the Fire Chief Vehicle Memorandum of Understanding dated Tuesday, 02/10/15, on behalf of the Board of Trustees effective 02/24/15. Trustee Allen seconds the motion; motion carries.

Trustee Allen – Yes

Trustee Corcoran – NA

Trustee Swift – Yes

Community Forum

Jim Constable – Blanchester, OH

Mr. Constable inquired if the Fire Department had to obtain approval from the County Prosecutor's office to purchase a fire truck.

Ken Klosterman – Goshen, OH

Mr. Klosterman commented that the Board of Trustees had surrounded themselves with good people in all departments and recommended to the Trustees to listen to these individual's recommendations.

Adjournment

87-2015

Trustee Swift motioned to adjourn the Special Meeting of the Board of Trustees at 6:24 PM. Trustee Allen seconds the motion; motion carries.

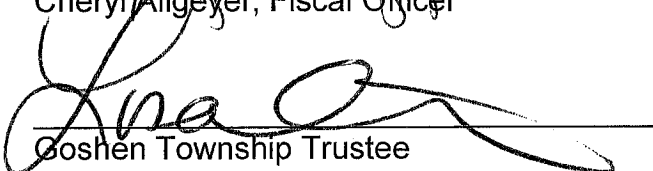
Trustee Allen – Yes

Trustee Corcoran – NA

Trustee Swift – Yes

Respectfully Submitted by:


Cheryl Allgeyer, Fiscal Officer


Goshen Township Trustee

cra