

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, March 4, 2015
3:45 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 3:45 PM and roll was taken.

Trustee Lisa Allen – Present
Trustee Claire Corcoran – Present
Trustee Lois Pappas Swift - Present

In Attendance: Administrator Lou Ethridge, Fire / EMS Chief Steve Pegram, Police Chief Rick Combs, and Service Director Bob Seyfried

Adoption of Agenda

94-2015 Trustee Corcoran motioned to amend the agenda by adding motion to increase temporary appropriation in the Fire Fund line item 2111-760-790-0000 by \$552,496.00 for a line total of \$585.064.00. Trustee Swift seconds the motion; motion carries.

Trustee Allen – Yes

Trustee Corcoran – Yes

Trustee Swift – Yes

95-2015 Trustee Corcoran motioned to adopt agenda as amended. Trustee Swift seconds the motion; motion carries.

Trustee Allen – Yes

Trustee Corcoran – Yes

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 the version dated 03/04/15 has a summary by department and the funding source with a surplus of about \$28,000.00 to add to the unencumbered balance at year end 2015.

Administrator Ethridge recommended to the Board of Trustees of possibly moving some of the unencumbered money into a capital purchase budget. Trustee Swift inquired if it would be possible to move some of the unencumbered money into an interest bearing account; Administrator Ethridge stated he did not have a definitive answer to that question. Trustee Allen stated that there are programs which allow Townships to invest money but that Goshen Township in the past had not had available funds to do this. Trustee Allen requested clarification that the Drug Law Fund 2221 has been budgeted using available unencumbered; Administrator Ethridge confirmed that this fund is using available unencumbered and that this is the only fund using unencumbered due to the uncertainty of revenue coming into this particular fund. Administrator Ethridge proceed to review line by line with the Trustees and stated that the Department Heads were in attendance to answer any questions.

Administrator Ethridge stated the Fire / EMS 2015 budget had included a line item with the one- time expense of the fire truck replacement of \$585,000.00. Chief Pegram stated that the insurance check was reflected in the 2015 revenue as a one-time deposit and the amount in the expense line item is the same amount as the revenue, it is an in and out situation with the insurance check. Chief Pegram stated repairs and maintenance is high due to the repair needed for the 1988 fire truck pumper repair of \$40,000.00 which Chief Pegram stated he had discussed with the Trustees and had received approval to precede with repair of this truck.

Administrator Ethridge stated that in the ambulance fund there is a line item to reflect the purchase price of the ambulance cots which had been awarded with a BWC grant in 2014 but cots would not be available until 2015 and \$36,000.00 was budgeted for the first year finance installment of new ambulance purchase.

Administrator Ethridge reiterated again that the Safety Service levy language did not stipulate how the revenue should be split between the Police, Fire and EMS departments and with the passage of the Fire / EMS levy that his recommendation for 2015 is that more revenue in this fund is allocated to the Police department. Administrator Ethridge stated that the revenue split in this fund has been adjusted each year depending on the department's needs. Administrator Ethridge recommended to the Board of Trustee that they look into an additional revenue source for the Police department in 2016. Administrator Ethridge stated that the revenue split of the Safety Service levy in the 2015 operational budget is 75% of the revenue going to the Police department and 25% of the revenue going to the Fire / EMS departments.

Administrator Ethridge stated that the new Fire / EMS levy is the largest revenue for the Fire / EMS department and this fund contains the majority of the operating expenses for these departments. Chief Pegram stated that when this fund was originally created that only a property tax revenue line item was created and he made the suggestion to create additional revenue line items to account for other revenue received (e.g. donations, sale of surplus equipment) this would allowed the unencumbered balance in this fund to increase.

Administrator Ethridge stated that the Police department's budget presented is balanced per the Trustees directive but he does not consider it to be a healthy budget due to lack of available revenue for this department and this budget eliminated the transfer from the General Fund previously presented in prior budget drafts. Trustee Allen inquired about expenses budgeted last year and are not listed in the same line item for 2015; Administrator Ethridge stated the same amount was budgeted but the expenses had just been moved into other Police funds. Administrator Ethridge stated the Drug Law Enforcement Fund begins with an unencumbered balance of about \$94,000.00 and the purchase of a Police vehicle is budgeted in this fund. Trustee Allen inquired if the jump in unencumbered is from Federal revenue received; Chief Combs stated that money was received at the end of last year which caused this fund's unencumbered to increase.

Administrator Ethridge stated that the Service department's unencumbered balance increased partly due to paving project was not completed in 2014. Director Seyfried stated that in 2014 the County bid the paving late in the year and could not guarantee the project would be completed in 2014. Director Seyfried stated the County had wanted the full dollar amount paid to the County prior to work being completed and that Fiscal Officer Allgeyer stated that a check could not be issued if the work had not completed. Director Seyfried came to the Board with recommendation to withdraw from the 2014 County paving bid and the Trustees agreed to withdraw. Director Seyfried stated that in 2014 salt tripled in price and this was not expected and had not been budgeted for originally, with the withdrawal from the paving project it freed up appropriations in order to cover the salt increase and did not have to use any unencumbered money to pay for salt purchases in 2014. Administrator Ethridge stated that since no paving was completed in 2014 that the expectation is that these roads should be paved in 2015, but in keeping with the directive that available unencumbered money should not be budgeted there is only \$61,000.00 budgeted in 2015 for paving. Administrator Ethridge stated that Goshen Township was wise to withdraw from the County paving bid in 2014 because several surrounding communities which did not withdraw had negative issues with this particular project. Director Seyfried explained that appropriations had increased to cover the cost of salt which tripled in 2014 and were not expected to decrease in 2015 so the budget reflects this increase over 2014 original budgeted numbers. Director Seyfried stated that paving cost has also increased over 2014 pricing and that he is currently working with the County and vendors directly to get the best pricing for road paving in 2015. Trustee Allen inquired how many roads were to be paved in 2014; Director Seyfried stated that five roads were scheduled to be paved in 2014. Trustee Allen stated since no roads were paved in 2014 how many roads

were scheduled to be paved in 2015; Director Seyfried stated in order to stay within the current budget amount that two roads could be paved in 2015 with other needed repairs to be patched instead of paved.

Administrator Ethridge stated that all funds have been reviewed and the budget presented is a very conservative approach and well within the directive that expenses should not exceed revenue. Administrator Ethridge recommended to Board of Trustees that unencumbered money should be budgeted for capital purchase and that each department should have available unencumbered to also cover several months of expenses. Trustee Corcoran inquired if money was allocated to capital purchases and if an emergency should arise could this money be shifted back for expenses; Administrator Ethridge stated that the Trustees had the authority to earmark money for capital purchases and should the need arise they would have the authority to move the money back if needed.

96-2015 Trustee Swift motioned to increase temporary appropriation in the Fire Fund 2111 line item 2111-760-760-0000 by \$552,496.00 for a line item total of \$585,064.00. Trustee Corcoran seconds the motion; motion carries.

Trustee Allen – Yes

Trustee Corcoran – Yes

Trustee Swift – Yes

Chief Pegram stated that the fire truck would need to be paid by 03/17/15 and with the cancellation of the 03/10/15 Trustee meeting he would need the appropriation increase approved today in order to make this payment.

Adjournment

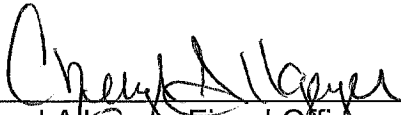
97-2015 Trustee Corcoran motioned to adjourn the Special Meeting of the Board of Trustees at 5:32 PM. Trustee Swift seconds the motion; motion carries.


Trustee Allen – Yes

Trustee Corcoran – Yes

Trustee Swift – Yes

Respectfully Submitted by:


Cheryl Algeyer, Fiscal Officer


Goshen Township Trustee

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