

**Board of Trustees
Monday, February 1, 2016
5:00 PM
Special Meeting Agenda**

Opening

Invocation
Pledge of Allegiance
Roll Call

Board of Trustees
Board of Trustees
Fiscal Officer Allgeyer

Adoption of Agenda

A. Motion to adopt agenda

Board of Trustees

New Business

Presentation of Draft 2016 Budget

Chief Pegram

Community Forum

Adjournment

Motion to adjourn the Special Meeting of the Board of Trustees

Board of Trustees

Trustees & Fiscal Officer
(513) 722-3400

Zoning
(513) 722-3400

Service Department
(513) 722-4600



Police
(513) 722-3200

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

www.goshen-oh.gov

**Special Meeting – Goshen Township
Board of Trustees
Monday, February 1, 2016
5:00 PM**

2016 Budget

Meeting Minutes

Opening

Invocation
Pledge of Allegiance
Roll Call

Chief Steve Pegram
Board of Trustees
Fiscal Officer Allgeyer

Trustee Allen called the meeting to order at 5:02 PM and roll was taken.

Trustee Lisa Allen – Present
Trustee Bob Hausermann – Present
Trustee Lois Pappas Swift – Present

In Attendance: Fiscal Officer Cheryl Allgeyer, Administrator / Fire / EMS Chief Steve Pegram, and Service Director Bob Seyfried

Adoption of Agenda

51-2016 Trustee Hausermann motioned to adopt the agenda. Trustee Swift seconds the motion; motion carries.

Trustee Allen – Yes

Trustee Hausermann – Yes

Trustee Swift – Yes

New Business

Presentation of 2016 Draft Budget

Administrator Pegram presented the 2016 budget, copy attached for reference. Administrator Pegram began with the recap page of the 2016 budget summary and highlighted the Capital purchases recommended: new police patrol vehicle, service department truck and road paving, land purchase for fire station, tender truck for fire department which Township received a 95% grant for this purchase but would have a 5% grant match, refurbish a fire engine which should give another ten years of

service, staff vehicle for the Fire department, and principal and interest on the Township building. Trustee Allen inquired why the Administration Building was listed as a capital expense and not an operating expense; Administrator Pegram replied because it is a building.

Administrator Pegram stated that the 2016 budget reflected changing the Administrator position from full time to part time with salary being \$1,000 per month, reflects changing the Zoning Inspector position from full-time to part-time with maximum of 30 hours per week, and adding a part-time Township secretary with maximum of 30 hours per week, a line item to earmark \$10,000 for Contributions to other organizations, and that \$22,000 of the Administration Building had been moved from the Police fund to the General fund due to a deficit in the Police funds. Trustee Allen stated she would like for the \$10,000 to be earmarked money for the community and not just for organizations, inquired of the Board of Trustees if they want to see the true expenses in the Police department and transfer from the General fund if necessary to cover the deficit, inquired if cleaning of the Administration building was included; Administrator Pegram replied that money had not been budgeted for cleaning but that other municipalities use the Service department. Trustee Allen inquired of the Board on how they felt about part-time staffing; Trustee Hausermann replied that the Township should look into a part-time Administrator and part-time Zoning Inspector. Administrator Pegram inquired if a full-time position was approved, could the individual be the Zoning Inspector and Property Maintenance; Trustee Hausermann replied that same individual could not hold both positions. Trustee Hausermann agreed to proceed with part-time positions, Trustee Allen agreed to proceed with the organization chart as presented with part-time positions, and Trustee Swift agreed to proceed with part-time positions. Administrator Pegram stated that many municipalities contract services for specific Zoning projects as needed.

Administrator Pegram stated that the Township had applied twice for a grant to complete the tornado shelter in the Administration Building and had been declined both times; so he had included this project in the Building fund expenses.

Administrator Pegram presented the Service department 2016 budget; Trustee Allen requested that Service Director Seyfried compile a list of all Township roads and when each road had been paved or when it was scheduled to be paved.

Administrator Pegram presented the Police department 2016 budget and stated that in order to balance the Police funds, expenses had to be moved to other funds; the Administration building payment was moved to the General fund and additional expenses had to be moved to the Safety Services fund to cover the Police department deficit. Administrator Pegram stated that a police vehicle capital purchase was included in the 2016 budget and stated that the Township's insurance carrier has recommended that vehicles should be replaced which have over 100,000 miles and Administrator Pegram requested the Board to consider the insurance carriers recommendation to replace. Administrator Pegram stated that the Police department is currently operating at a deficit.

Administrator Pegram presented the Fire / EMS department 2016 budget. Administrator Pegram stated there are several capital purchases included; grant match for Tender truck, refurbish fire engine, staff car, and new fire station. Administrator Pegram stated that several expenses had to be moved to the Fire/EMS fund to offset the Safety Service fund to allow for a 75/25% split needed to balance the Police department deficit.

Trustee Allen inquired what the Police cost is involved in the CPA classes; Administrator Pegram recommended that the Board should direct this question to Police Chief Combs. Trustee Allen inquired if Administrator Pegram had enough in the Police salary expense to hire another part-time Police officer and recommended that Administrator Pegram try to increase the salary for the part-time Township Administrator.

Community Forum

Jim Constable – Blanchester, OH

Mr. Constable stated that Administrator Pegram had done a good job in putting together the 2016 budget.

Donna – Goshen, OH

Donna stated that Captain Rose was usually present at all CPA meetings and that the CPA raises money and donates this money back to the Township Police department.

David Dinwiddie – Goshen, OH

Mr. Dinwiddie inquired about a division of duties for a general administrative secretary; Trustee Allen replied that two individuals could be used to maximize part time hours. Administrator Pegram replied that the zoning individual needs to have knowledge of zoning matters.

Adjournment

52-2016 Trustee Swift motioned to adjourn the Special Meeting of the Board of Trustees at 7:11 PM. Trustee Hausermann seconds the motion; motion carries.

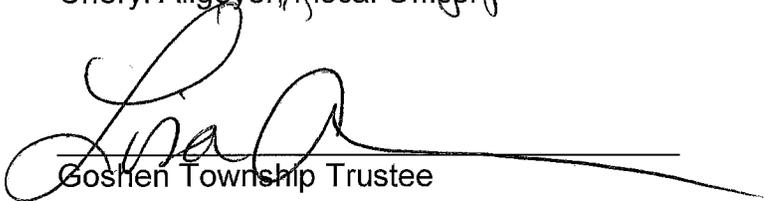
Trustee Allen – Yes

Trustee Hausermann – Yes

Trustee Swift – Yes

Respectfully Submitted by:


Cheryl Allgeyer, Fiscal Officer


Goshen Township Trustee

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