

The December 10, 2018 special meeting of the Delhi Township Board of Trustees was called to order by President Rose K. Stertz. Vice President Cheryl A. Sieve, Trustee Michael D. Davis, Fiscal Officer James J. Luebbe and Administrator Jack Cameron were present.

#### OPEN THE MEETING:

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- The Board received certification that the rules adopted pursuant to Section 121.22 of the Ohio Revised Code had been complied with for the meeting.
- The meeting began with the Pledge of Allegiance.

#### BUDGET HEARING:

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Administrator Cameron referenced the agenda to hear presentations from each department head on their 2018 spending and 2019 appropriations, a total request of \$22 million compared to the total 2018 appropriation request in the amount of \$19.7 million.

He commented that each department has been asked to report on highlights of their 2019 appropriation request, and their 2018 appropriation request compared to spending.

He referenced FAB members who met with their perspective department heads quarterly to review spending.

In response to Trustee Sieve's question regarding actual spending to date, Fiscal Officer Luebbe reported as of today actual spending was \$17,850,000.

#### HUMAN RESOURCES: Medical Self Insurance: HR Manager Melanie Hermes

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Mr. Cameron referenced the estimated resources certified by the Hamilton County Auditor adjusted up to estimate revenue totals for 2019.

He referenced the double accounting to calculate the insurance expense (revenue in the Self Insurance Fund, and expenses in the department's Medical line). Note: Last year Health Insurance spending was at 114% of total expected cost.

Mrs. Hermes referenced the adjustment of spending throughout the year of which the cost is based on the number of covered employees (January 2018 with a total of 87 covered employees, versus current count of 92) the plan year which runs from October 1 through September, budget planning which is based on the calendar year, tracking of claims payouts hitting this past quarter 2018, and the double accounting of the reimbursable Stop Loss coverage amount that is tracked internally.

In response to Trustee Sieve's question the number reported is gross, Mrs. Hermes confirmed that was correct.

She referenced the other Personnel appropriations for 2019 for the 160 employees.

She referenced the recording of Social Security expense for the Zoning Commission and Board of Zoning Appeals members added in 2018 that was not communicated this year and will need to be adjusted for 2019.

In response to Trustee Stertz' question regarding the reason Medical Hospitalization is up 30%, Mrs. Hermes reported that the increase is due to our claims cost. She referenced the expected cost increase of 20%, the maximum of 30%, and the need to budget for the higher number.

In response to Fiscal Officer Luebbe's question regarding the percentage of increase used for 2019, Mrs. Hermes responded that they split down the middle between the expected and maximum cost for budgeting purposes. She referenced the 114% total spending in 2018, and the expectation of having better numbers and underwriting with Custom Design Benefits and Horan over time.

Mr. Cameron referenced the need to increase appropriations a few times this year.

In response to Trustee Sieve's question regarding the 114%, what is the number based on, Mrs. Hermes replied that the number is snapshot of when we went through open enrollment (original base number = monthly cost per employee at October 1, 2018), when the covered employee number increased, our budget number did not change.

In response to Trustee Sieve's question how likely will the number that you are estimating for 2019 spending eliminate the need to re-appropriate during the year, Fiscal Officer Luebbe responded that currently the appropriation is based on the Certificate of Resources from the County Auditor. He commented that it is likely that we will go over that number and will have to re-adjust for the estimated resources and the appropriations after the first of the year.

Mrs. Hermes referenced the plan year (October through September), we have been hit with a lot of claims in the last quarter 2018, and the payment of Stop Loss coverage which occurs in the next plan year as being factors.

Mr. Cameron referenced that there are a couple of factors used to calculate the expense including the expected claims, and the Certificate of Resources from the Auditor. He stated that the number will be adjusted after the Township receives the updated Certificate of Resources from the Auditor in 2019. He added that all of the department budgets will still pay the higher amount of 15%.

Trustee Sieve commented that the second year of a Self Insured group is the benchmark for estimating spending. In response to her question do we need to go out and shop other plans, Mrs. Hermes responded that a Fully Insured plan would cost significantly more than our Self Insured plan.

Fiscal Officer Luebbe asked the HR Manager to share with him the maximum exposure number, and the actual expected number.

## COMMUNITY DEVELOPMENT: Director Greg DeLong

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Mr. DeLong reported on the following details of his department's budget, funded by the General Fund. He commented that their goal is to make it easier and more affordable for residents to make property improvements which will increase property values.

### Appropriation Highlights:

Salaries - proposed increase due to the restructuring of the department, adding 1 Full Time Zoning Administrator and 1 Part Time Zoning Inspector.

2011, 13, 21, & 30 also reflects the increase in personnel cost.

Training Services - this is the first year money is allocated in this line (previous expenses were included in Travel and Meetings). The additional funds have been appropriated for membership in the Ohio Economic Development Association.

Travel & Meetings – added dues for the Ohio Economic Development Association.

Telephone – increase - additional staff phone and cell phone expenses for the Zoning Administrator, and cost of iPads (one purchased in 2018 and a 2<sup>nd</sup> one that will be purchased in 2019) for the inspectors.

Contracted Services – large increase – 1. services for LANrm. 2. IWorks (new Zoning software that was added in 2018). 3. Expecting an increase in the cost to operate the Banner Program. Seeing an increase in interest (winter banners are now up for the Delhi Business Association, and they are talking about a spring program, and Mount St. Joseph has expressed interest for their upcoming Centennial).

Small Tools and Minor Equipment – for a computer replacement, and either a second desktop or laptop/iPad. He reported that 2018 2 of their computers were replaced.

Other Dues – slight increase – due to increase in membership cost with the Hamilton County, and additional membership with the Ohio Economic Development Association.

He commented that everything else in his budget remains flat, or is a reduction. In addition, he stated that he is looking for alternative ways for mailings and postings to save on expenses.

In response to Trustee Stertz' question regarding \$5,000 appropriated for Advertising (\$10,000 was budgeted and prior year was \$7,200), Mr. DeLong responded that they are restructuring how they communicate their nuisance notices to reduce the overall cost by posting and photographing a property instead of sending by certified mail.

Revenue:

He reported that in 2018, their department's revenue is up, currently at 101% of expected (compared to 2017 at this time they were at 95%). He commented that the increase has to do with an increase in zoning permits issued, and an increase in participation in the Banner Program.

Highlights for 2019:

1. Establishment of a Property Maintenance Code;
2. Hire additional staff;
3. Increase Economic Development activity (staffing will help with that);
4. Acquisition of property through the Land Bank Program (TIF request of \$30,000) to get some of the vacant homes demolished in 2019.

#### ADMINISTRATION: GENERAL FUND: Administrator Jack Cameron

Mr. Cameron referenced the \$1.451 million for expenses (breakdown of \$998,000 for Administration, \$57,000 for Town Hall and Grounds, \$396,000 for other for the transfer of \$311,000, and expenditures for Street Lighting, Financing, tracking of investments in UAN.

Small Tools & Minor Equipment – for IT expenses previously TIF expenditures.

TIF Fund Requests: 2019 request is \$4.9 million (2018 request just over \$4 million).

He referenced obligatory expenses to the school districts (Cincinnati Public Schools, Oak Hills and Great Oaks), loan repayments for Station 33, and the new Greenwell Station, and about \$2 million in actual spending being considered:

1. Police Vehicle Fleet – replacement of 3 vehicles;
2. Radio Replacement - this is the last year for this item;
3. Road Rehabilitation - \$730,000 - last year, TIF funded \$250,000 of the \$500,000 road project;
4. Park Equipment – scheduled for replacement;
5. Fire Replacement – regular scheduled items;
6. Buildings – \$30,000 for several properties committed to the Landbank Program;
7. Window Replacement – several windows in Administration, taking into consideration potential building in the future;
8. Facilities Assessment - \$450,000 for design work looking at Police and Administration buildings to determine space needs, and potential for a new facility in the future (high-end cost to design the spaces that have been discussed). The cost is based on what our facility assessment architect said it would cost to design everything that was discussed. The process would include a request for RFQ to engage with an architectural firm to put a cost to the design to know exactly what the job would look like.

In response to Trustee Stertz' question reference a \$30,000 appropriation under Other Site Improvements, Mr. Cameron reported that it is for the cost to replace windows mainly on the first floor in the main office, front windows and stairwell.

In response to Trustee Stertz' question regarding the projection of \$500,000 annually for road improvements, Mr. Ripperger reported that with 54 miles of road, they like to perform road improvements on a 25 year cycle, doing approximately 2 miles a year.

Mr. Cameron reported that he sat down with Mr. Ripperger and Mr. Gelhausen to put together several road project funding scenarios: \$250,000, \$500,000, and \$750,000. He commented that their review opened his eyes to an impending deficit in the Public Works funds if we were to continue to fund road projects at the same level year after year. He stated that the projection being communicated is the worst-case scenario spending in TIF to achieve their goal, with varying options from budget year to budget year.

#### FIRE DEPARTMENT: Fire Chief Doug Campbell

Chief Campbell reported on details of his department's requested appropriations of \$6.2 million for 2019, as compared to 2018 appropriations of \$4.1 million. He referenced 2018 highlights and new requests for 2019.

##### Highlights for 2018:

Personnel cost for 2018 was 85% of the budget (currently below the projected expense for Part Time Salaries, due to the loss of senior membership losing salaries on the high end).

This year they established a District Officer position (firefighter paramedics who are appointed as acting lieutenants). Doing so creates a minimum manning of 10 per day with 3 ambulances fully staffed 24/7 365 days a year. Happy to report no brownouts in 2018. The contractual obligation is 10% premium to cover that. The district officer also serves as a 24 hour battalion response (any time there would be multiple units responding to calls that person would oversee cardiac arrest, fires, and alarms).

The 2018 appropriations experienced a 3% increase over the 2017 appropriations. He referenced the numbers and usage which continues to go up on the EMS side.

Appointed 3 paramedics to the Community Risk Reduction Team (a total of 5 people working on community risk reduction).

Replaced one of our BLS Units at the Greenwell Station, 12 sets of fire turnout gear, and fire hoses.

Plan to finish up energy efficient lighting upgrades.

The \$250,000 appropriation for the purchase of a new ambulance in 2019 is coming out of the Fire and EMS funds (money saved from the two sources of revenue over the past five years). He commented that they had higher than normal revenue on the EMS reimbursement which has allowed them to work with a carryover for 5 years.

Currently at 30 full time personnel (not including the Chief, Assistant Chief or civilian staff). Objective with the new funding to hire 3 full time paramedics in 2019 will bring the line staff up to 33. Currently at 87% of projected expenses for personnel cost.

Hospitalization is the largest increase on top of the Full Time Salaries.

Part Time Salaries – worst case scenario - budgeted \$742,000 based on being fully staffed at current staffing and raises.

In 2019, \$20,000 appropriation in Civilian Salaries for a part time position, under 28 hours a week, to support the Community Risk Reduction Program.

Big goal in 2019 looking to continue work to enhance gear de-contamination capabilities to reduce cancer risks within the Fire Service with Capital expenditures.

Hose replacement cycle almost completed.

Fire Turnout Gear Replacement – will replace 12 sets in 2019.

Also looking at replacing a gas monitor.

Station 33 operational expenses – HVAC is the most costly expense.

Within budget for 2018 (revenue is up for the end of the year and expenditures are at 95%). For 2019 the notable change in the increase in the \$1.6 million projected would be the voted levy revenue difference.

In response to Trustee Davis' question regarding the expense of adding the Acting Lt. position, Chief Campbell responded that the responsibility is spread across a number of qualified members. While there is a cost savings with the Acting Officer, making the District Officer a sworn position is part of their long-term strategy, possibility in the 2020 budget cycle. In 2019 they will add specific training requirements to help identify the individuals who would be qualified to serve in this capacity.

In response to Trustee Sieve's question how will a District Officer benefit the community, Chief Campbell responded that person would be dedicated to supervising the entire shift, as compared to the current practice removing an officer off of a company to serve as Acting Lt. He commented that they are fortunate to have more flexibility with the increased staffing of career firefighters who are more qualified to serve in that capacity. He stated that they will be putting testing in place in 2019 to have those positions filled and sworn in in 2020.

Trustee Sieve referenced the promotion process as being important for the retention of employees.

Chief Campbell stated that the plan, moving forward with the new levy funding in place, is to increase the number of paramedics and establish the promotional process.

## PUBLIC WORKS: Department Director Ron Ripperger

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Mr. Ripperger reported on highlights for 2018 & 2019.

In 2018, \$60,000 of Public Works funds were appropriated to the road rehabilitation project. He commented that they will worked to build back up the balances in their funds for future road projects. No funds have been appropriated for road projects in 2019.

Motor Vehicle Fund – Insurance and Bonding is paid out of this fund. 2018 revenue vs. expenses of \$20,000 for insurance just under \$10,000; Funds were designated to the road repair project in 2018; Estimated Resources for 2019 is \$73,000; Repairs and Maintenance – building up the balance.

Gasoline Tax Fund – Salt - slight increase (budgeted for 1,000 tons). Piggybacked off of the City contract at a cost of \$70 a ton; Computer Upgrades – significant expense - all computers are going to be upgraded in 2019; Funds were designated to the road repair project in 2018.

Road & Bridge – slight decrease in Salaries due to retirement payouts, voluntary terminations, and lower payroll expenses associated with new hires.

In response to Trustee Sieve’s question regarding the reasoning to pay salaries out of Road & Bridge, Mr. Ripperger responded that it carries the biggest fund balance and it is their biggest expense.

Funds were appropriated to the road repair project in 2018.

Motor Vehicle Permissive – budgeted extra for legal fees and advertising for upcoming FEMA project; New expense for a cleaning service; Funds were designated to the road project in 2018.

Budget highlights for 2018:

1. Expenses included the cost of kitchen upgrades, furnace replacement/repairs, floors, and windows, LED lighting upgrades for the mechanics and in the parking lot;
2. Expenses of \$1.3 million including the cost of the road project;
3. Revenue of \$173,000;
4. The fund balance beginning 2019 is \$766,000 (the balance is normally around \$1.1 million). He reported that they will be working toward building back the balances in all of the funds to fund future road rehabilitation projects;
5. The projected ending balance for 2018 is \$883,000.

2018 expenses compared to 2017 - In 2017, paved 1.86 miles of road, plus 2 miles. In 2018, paved just under 1 mile. The difference has to do with the number of curbs included in the project.

Snow event expenses in 2018 - Delhi used 775 tons, Hamilton County used 972 tons, and Oak Hills used 212 tons. The silo holds 1500 tons. Delhi takes turns with Hamilton County ordering salt for the silo.

Equipment & Repairs – 2018 major expense was the cost of a new transmission.

Additional activities/comments for 2018 – the demolition of 2 homes, hiring process of 3 employees, the road project should come in under budget.

In response to Trustee Sieve’s question reference additional legal fees and advertising for FEMA project and accounting for time and office supplies, Mr. Ripperger responded that they always plan for full reimbursement. He commented that they anticipate getting funding, but have not received confirmation.

In response to Fiscal Officer Luebbe’s question regarding \$325,000, the amount allocated for dump trucks, Mr. Ripperger responded that it is times 2 years and a total of 5 trucks. He confirmed that the life of a truck is a little over 20 years.

Mr. Ripperger confirmed that the loader currently parked in the lot is a rental, of which the cost is shared with Oak Hills and Hamilton County.

#### INFORMATION SERVICES: Department Manager Patti Dignan

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Mrs. Dignan reported on computer related projects 2018/2019:

1. PC Replacement – staggered schedule that started in 2018 with the replacement of 23. She commented that the project had a significant delay due to a software issue between Dell and Microsoft, which was recently resolved. The PC’s were purchased in 2018 but they were unable to implement them. Moving forward into January of 2019 there are 32 PC’s scheduled to be replaced. The cost has been appropriated in the department’s budgets.
2. Switch Project – approved in 2018. The project also experienced a significant delay due to the recalls of 6 switches. They have received the switches and will start working on the replacement schedule. Payment of the switches is a three year agreement out of the TIF Fund (monthly payments of \$1,233.36 starting in 2019 through 2021).
3. LANrm Contract – continuing the contract for supplemental IT Support. They have assisted with larger projects and end user issues with some good turnaround time. Monthly payments have been figured in to the cost of Shared Services (36 monthly payments through May. 2021).

New budget items:

1. Firewall Replacement – gateway to secure the entire network. The current device is 5 years old. Recommending replacement at a cost of \$7,000 which should have a life of 5 years.
2. Internal Backup Storage – replacement of existing backup storage which reached end of life in 2018 it is no longer supported (purchased in 2011. It is still operational but is an integral part of our system which allows us to conduct our backup’s onsite). Looking to replace it in 2019. The cost of a new storage device is \$23,000 - \$25,000. The replacement would double our current space, it would come with a five year support plan and would carry us for 7 more years.

#### POLICE DEPARTMENT: Police Chief Howarth

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Police Chief Howarth reported on his department's appropriation requests for total appropriates for 2019, total request of \$5,178,800 – increase of 7.95% over the 2018 current budget.

Anticipated expenses for 2018 – at 92.24% of budget.

Projected beginning balance for 2019 - \$4,558,320.

Highlights for 2018:

Personnel related expenses - 85% of the budget which leaves \$831,000 for additional operating expenses down the line.

Salaries - In 2018, approved the addition of the 33<sup>rd</sup> officer through restructuring. (anticipate hiring that officer in the 1<sup>st</sup> quarter 2019). Looking at it with caution with some unexpected expenses coming up, wanting to continue with their five year plan. The hiring of the 33<sup>rd</sup> officer would be an additional expense in the Salary line.

In response to Trustee Stertz' question regarding eligible retirements, Chief Howarth responded that he and Lt. Macaluso are eligible but do not intend to retire, while the cost is included in the budget.

Insurance Benefits – big increase of \$20,000 due to hiring a new officer. Reason for the reluctance to hire the 33<sup>rd</sup> at this time.

Training – slight increase due to supervisor/leadership development training.

Repairs & Maintenance/Building – 1. Replacement of flooring in the Squad Room (heavy traffic areas on the Patrol side of the building), 2. Parking lot asphalt maintenance to seal the blacktop (Public Works staff will do the crack sealing in-house).

Trustee Sieve recommended only considering repairs that are needed to sustain the facility.

In response to Trustee Stertz' question regarding the difference in anticipated expenses for 2018, Chief Howarth responded that \$50,000 went toward the facility/architect study, as a result funds had to be transferred to cover insurance and BWC costs this quarter.

In response to Trustee Stertz' question regarding the cost of specialty alignment of electronic steering under Maintenance of Vehicles, Chief Howarth responded that it is a total cost for the fleet, and the maintenance is required on all of their new vehicles.

Contracted Services - minimal increase of \$1400 to add two public information network displays in the lobby and one in the squad room.

Hamilton County Range - minimal increase (up \$100 a day from last year).

Axon Interview Room - He reported that there will be a resolution on the agenda of your next meeting to approve entering into agreement for new recording equipment, to be installed January/February 2019.

In response to Trustee Sieve's question regarding the cost of dispatch, Chief Howarth responded that while they were working on the budget they were told the increase would be anywhere from \$1 to \$5 increase, so they estimated high with a \$3 increase at \$18 per call. He commented that the Commissioners have not officially voted on it yet.

Axon Replacement Tasers – out of warranty last year and due for replacement in 2018. He commented that they elected not to do it in lieu of TIF, and have signed a contract to pay X dollar amount out of our operating budget for the next five years. He referenced additional expenses driving the increase: body-worn cameras, recording equipment for the interview rooms, and investment in future records management software.

Personnel changes – One retirement (Frank Gentile) one hire (Tyler Steimle), reorganization was completed, Officer Laverty went to DART to fill the vacancy of Brian Bauer coming up to Corporal status.

Changes in 2018:

1. Starting using the body worn cameras in January;
2. Surveillance cameras were installed on the Police and Administration buildings;
3. Filled in the oil pit;
4. Replaced some furniture.

Note: Items that would have been TIF requests in 2018 (approximately \$45,000), were paid for out of the Police Fund, an approximate savings of \$278,000 in TIF over five years.

Need to increase appropriations in the amount of \$7,000 to pay the installation of in-car cameras that are coming in January and February. He commented that they accounted for the cost to purchase but neglected to include the cost of installation.

Correction in Contractual Services – the negative number \$8,000 should be a positive number.

Civilian Salaries – includes one pending retirement for Linda Stoffran. She has not confirmed her retirement date but indicated that it could be in 2019.

Trustee Stertz referenced an increase in Operating Supplies in all of the budgets, are we anticipating an increase, Chief Howarth referenced the cost for gasoline getting closer to \$3 a gallon over the past few months.

Trustee Davis referenced an agreement with OPEC that indicates that the price per barrel will be going up.

Chief Howarth thanked Dale Weisker for his assistance with quarterly budget review process.

FAB members who were present indicated that they have reviewed the appropriation requests and approve of the requests as presented.

#### PARKS & RECREATION: Manager Josh Torbeck

Mr. Torbeck reported on the department's revenue and expenditures for 2018:

Revenue – right where they estimated at \$800,000.

Expenses – will trend lower and will carryover about \$75,000. In 2019, the beginning balance will be \$425,000.

#### 2019 Anticipated Expenditures:

1. Medical – the biggest expense;
2. Telephone – adding one phone for Brandon Lowry, full time employee. He will be working more on the weekends and will need to be available by phone;
3. Small Tools, Minor Equipment – decrease. Purchase of their next set of PC's;
4. Summer Programs – anticipated increase. Would like to add a couple more events and grow a couple of programs. Received a position response from the community;
5. Improvement of Sites – the stage in Delhi Park (will have to pay for it up front and will get reimbursed by the State of Ohio);
6. Some expenses for 2017 and 2016 have been carried over into the 2018 and 2019 budgets.

In response to Trustee Stertz' question regarding the reduction in Softball expenses, Mr. Torbeck reported that they plan to revamp their softball program in 2019 and anticipate the cost to operate will go down.

In response to Trustee Sieve's question reference the cost of the repair of the Splash Park, Mr. Torbeck responded that it is not included in the 2019 appropriations. He reported that they are currently looking at options including possible grant opportunities, and that on the high end the cost of a new park would be around \$250,000.

In response to Trustee Sieve's question regarding improvements to Grant Park, Mr. Torbeck responded that there is no request in the 2019 budget. He stated that they will continue to cut the grass, and have moved some soil from a development across the street with the idea to spread and seed, in addition to bigger expenditures including paving a driveway and parking lot. He anticipated the opening of a new park to be several years out.

Accomplishments for 2018 – The department was awarded \$137,000 worth of grants, \$62,000 from the State of Ohio for the performance stage of which ground breaking occurred earlier in the month; \$50,000 CBDG Grant for the Senior Center roof, and \$25,000 CBDG grant for paving walking trails at Story Woods Park.

TIF Requests for 2018 – Work to begin on the Park Lodge roof replacement in two days, and addition of a Ford Explorer to their fleet.

New Programs in 2018 – generated about \$32,000 (anticipated \$16,000). Received well by the public. Summer Programs experienced a makeover. The Department hosted its 1<sup>st</sup> fall festival, wine, liquor and beer tastings (all of which were sold out), a Community Yard Sale, spring and fall craft shows. Vendor opportunities also filled up quickly.

In response to Trustee Sieve's question regarding the recording of the sale of beer, Mr. Torbeck reported that it is split (those associated with beer, wine and liquor tastings are recorded under Program Fees and the more direct sales of alcohol are recorded in Concessions and Enterprise. He stated that at this time they are seeking clarification on the appropriate fund accounting.

Mr. Cameron reported that Mrs. Helmers has contacted the Auditor's Office for clarification regarding the Concession Enterprise accounting. There is \$27,000 recorded in the Concession Fund. Those funds can only be used for Concessions.

In response to Trustee Sieve's question when we purchase beer what fund are we using, Mr. Torbeck confirmed that they are using funds appropriated under Programs.

Fiscal Officer Luebbe stated that we are going to ask for clarification when the auditors are here. He referenced the Enterprise Fund for recording the sale of beer, pop and food.

Miscellaneous Items 2018 – 1. Worked with Mount St. Joe to get another mural done at Floral Paradise Gardens; 2. Installed new backstop fencing and pads at some of the ball fields; 3. Improvements made to the athletic field scoreboard and the scrolling marquee; 4. New flooring installed at the Senior Center; 5. New hot water heater installed at the Senior Center; 6. Improvements made to the Park Lodge: new counter, cabinets, refrigerator, projector and screen; and other miscellaneous items for facilities.

2019 noteworthy projects in the Operational Budget:

1. CDBG Grant for playground surfacing in Delhi Park;
2. New and additional programs and events (working on a music festival weekend to kick off the new stage);
3. Opportunities to rent out the stage;
4. Small upgrades to park shelters (wrapping supports in faux stone).

In response to Fiscal Officer Luebbe's question regarding the outsourcing option for grass cutting, Mr. Torbeck responded that they were seriously considering it due to the expense of maintenance and replacement of equipment. They have looked into it and found that it would cost more to go that route, and have decided to push it out a year or two while working on some kind of schedule.

In response to Trustee Davis' question do you find that time spent on cutting grass interferes with time spent on other park projects, Mr. Torbeck responded that the crew spends a lot of time catching up on grass cutting and field prep more so in the spring on nice days, when working on projects in the park takes a back seat.

In response to Trustee Sieve’s question regarding maintenance issues related to the lake, Mr. Torbeck reported that it is well stocked and they have a shelter for the ducks. He commented that fishing is popular and they plan to continue to offer it.

In response to Fiscal Officer Luebbe’s question regarding rental fees, Mr. Torbeck confirmed that they are not initiating any increases.

Board Comments:

Trustee Sieve commented that the budget is very comprehensive, and she likes the fact that we now have some history with UAN. She referenced the department heads and FAB representatives who do a great job watching spending.

Trustee Davis noted the progress the Township has made on the budget review process. He complimented the department heads and FAB members for doing a great job identifying their spending.

Trustee Stertz referenced her experience serving on FAB in the past. She thanked Administrator Cameron and the department heads for managing their budgets responsibly so we can be sure our levy money is spent wisely.

ADJOURN MEETING:

There being no further business to come before the Board, Trustee Sieve moved and Trustee Davis seconded to adjourn. Trustees Stertz, Sieve and Davis voted YES.

Approved: \_\_\_\_\_, Fiscal Officer

\_\_\_\_\_, President

\_\_\_\_\_, Vice President

\_\_\_\_\_, Trustee