

Rollin Township

Special Budget Meeting ~ March 19, 2020

-Supervisor David called the meeting to order at 1:00PM. Members present were Supervisor David, Clerk Combs, Treasurer Willett and Trustees Burch and Briggs. Quorum was reached.

-Motion by Willett and supported by Briggs to approve amended agenda to include adding Fire Department budget discussion in item #6. All ayes. Motion carried.

-Citizen's comments: none

-Motion by Willett and supported by Briggs to approve transferring funds from the R/W Sanitary Drain Fund (+\$3486.75), P/L Sanitary Sewer (+\$528.05) to the General Fund to reflect payroll costs for 2019-20, to clear due from/due to accounts. Roll call: Burch-yes, Willett-yes, Combs-yes, Briggs-yes and David-yes. Motion carried.

-Motion by Willett and supported by Combs to adjust the (Budget Adjust #1) 2019-20 budget as follows; move from Contingency (-\$13,335) to Elections (+\$5400), Insurance (+\$150), Festival of the Arts (+\$6605), Treasurer (+\$600), Board of Review Salary (+\$600); Posey Lake Outlet (+\$700) which will Reduce Posey Lake Outlet Fund balance (-\$700). Roll call: Burch-yes, Willett-yes, Combs-yes, Briggs and David-yes. Motion carried.

-Supervisor David discussed the budget and the financial issues that are facing the township.

1. New election laws, added additional precinct which included more equipment and workload.
2. Roads are and will continue to be a big cost item, suggested budget of \$280,000.
3. Rollin Woodstock sewer fund is a concern due to equipment replacements and rising cost of operations.
4. Tree removal and road maintenance projects for cemetery and park.
5. Additional maintenance costs to repair township entrance, door and wall.
6. Planning Commission effort to update the Master Plan.
7. Fire Department increase expense projected at \$22,000.
8. Maintained budget for essential services (snow, electricity, lawn care, etc.)
9. Most other budgets maintained, but include changes due to inflation and small business needs (for example State required training for Board of Review).

-Motion by David and supported by Willett to approved the Fire Department proposed budget amount minus Contingency Fund of \$54,578.00. Roll call: Burch-yes, Willett-yes, Combs-yes, Briggs-yes and David-yes. Motion carried.

-Motion by David and supported by Burch for a Proposal to request the Fire Department to provide to the township a Response Report minimally quarterly. All ayes, motion carried.

-Motion by Willett and supported by Briggs to approve Ambulance budget minus Contingency Fund of \$32,015. Roll call: Willett-yes, Burch-yes, Combs-yes, Briggs-yes and David-yes. Motion carried.

-Motion by Briggs and supported by David to accept the Training Center proposed budget, which uses \$9,250 from their fund balance to balance. Roll call: Willett-no, Burch-yes, Combs-yes, Briggs-yes and David-yes. Motion carried.

-The Board reviewed and discussed every department's budget and a motion was made by Briggs and supported by Burch to approved the presented budget on departmental basis as amended after discussion. Amended budget for General Fund includes \$648,340 in revenues and \$775,909 in expenses for a projected decrease in Fund Balance of \$127,569 to become \$635,162.

These amendments included the following; Increase salary and fica in Department 101, Increase Deputy Clerk salary and reduce clerical salary in Clerk Department, increase salary, FICA and postage in Treasurer Department, Delete Department 191- duplicated in Election Department. Reduce Fire Department, Increase Road Commission Department Local Improvements and provide for survey of Road ends, Increase Transfer Station to provide for survey prior to listing for sale, and add to Clerical Salary for Sewer operations. Supervisor David stated that this is a conservative budget. Roll call: Burch-yes, Willett-yes, Combs-yes, Briggs-yes and David-yes. Motion carried.

-A Truth in Taxation hearing was held. Taxes levied by Rollin Township are as follows:

On real and personal property, one mill township tax, one mill for Advanced Life Support Ambulance and .25 mill for Fire Department or the maximum authorized by law due to the adjustment for the "Headlee" amendment as well as 1% administration fee to cover the administrative costs of assessment and tax collection. Motion made by Willett and supported by Combs to approve the Truth in Taxation as noted. Roll call: Willett-yes, Burch-yes, Briggs-yes, Combs-yes and David-yes, Motion carried.

Salary Resolutions:

-Motion by Willett and supported by David to approved Resolution 2020-1; salary increase for Trustee's salary to \$3,000 per year plus \$50.00 diem for all meetings. Roll call: Burch-yes, Willett-yes, Combs-yes, Briggs-yes and David-yes. Motion carried.

-Motion by Willett and supported by Burch to approve Resolution 2020-2; to maintain Supervisor's annual salary, which will be set at \$16,500. Roll call: Burch-yes, Willett-yes, Combs-yes, Briggs-yes and David-yes. Motion carried.

-Motion by Briggs and supported by Combs to approve Resolution 2020-3; for an increase of \$900 to Treasurer's annual salary, which will be set at \$18,900. Roll call: Burch-yes, Willett-yes, Combs-yes, Briggs-yes and David-yes. Motion carried.

-Motion by Willett and supported by Burch to approve Resolution 2020-4; to maintain Clerk's annual salary, which will be set at \$18,900. Roll call: Burch-yes, Willett-yes, Combs-yes, Briggs-yes and David-yes. Motion carried.

-Motion by Willett and supported by Burch to approve Resolution 2020-5; rate change for Deputy Clerk's hourly rate to \$14.00 per hour. Roll call: Burch-yes, Willett-yes, Combs-yes, Briggs-yes and David-yes. Motion carried.

-Motion by Willett and supported by Burch to approve Resolution 2020-6; maintain Deputy Treasurer's annual salary, which will be set at \$4,200. Roll call: Burch-yes, Willett-yes, Combs-yes, Briggs-yes and David-yes. Motion carried.

-Motion by Willett and supported by David to approve next year's Board meeting dates, which are the second Wednesday of the month at 7:00pm. All ayes, motion carried.

-Motion by David and supported by Willett to raise the Clerical salary from \$13 per hour to \$14 per hour. Roll call: Burch-yes, Willet-yes, Combs-yes, Briggs-yes and David-yes. Motion carried.

-Board comments: The Board gave special appreciation to Supervisor David for all her effort in putting to this budget.

-Attachment is the Summary of Discussion/Changes from 2020/21 Budget Presentation.

-Citizen's comments: none.

-Supervisor David adjourns the meeting at 4:30 pm.

Respectfully submitted by Denice Combs, Rollin Township Clerk

Minutes approved:

Date: _____ Supervisor: _____ Clerk: _____