

## Rollin Township

### Special Budget Meeting ~ March 27, 2017

-Supervisor David called the meeting to order at 5:00 PM. Members present were Supervisor David, Clerk Combs, Treasurer Willett and Trustee Walker and Sayre. Quorum was reached.

-Motion by Willett and supported by Walker to approve agenda, all ayes. Motion carried.

-Citizen's comments: none

-Motion by Walker and supported by Willett to approve next year's meeting dates. All ayes, motion carried.

-Motion by Walker and supported by Willett to approved transferring funds from Rollin Woodstock Sanitary Drain Fund in the amount of \$3,212.29 and Posey Lake Sewer in the amount of \$403.66 to the General Fund to reflect payroll costs for 2016-17. Roll call: Sayre-yes, Walker-yes, Willett-yes, Combs-yes and David-yes. Motion carried.

-Motion by Willett and supported by Sayre to adjust the (Resolution 2017-4) 2016-17 budget as follows; move \$3500 from Buildings and Grounds to Highways, Streets and Bridges. Roll call: Sayre-yes, Walker-yes, Willett-yes, Combs-yes and David-yes. Motion carried.

-Supervisor David made the following financial overview comments before beginning details and budget discussion. She believes the township is continuing in its transition from a small rural township to a more sophisticated one. The need for transition is demonstrated by continual demands on our time due to;

- increasing requests from services from our residents,
- federal and state laws which cause many changes,
- additional workload; such as FOIA, Zoning issues, building codes, accounting demands, Election requirements, etc.

And all this is happening is an ever increasing competition for the limited funds we do have.

The budget reflects an effort to balance the progress with our limited resources. She believes it is adequate in the short term.

However, we are vulnerable in the long term and need to spend the next year working towards preventing possible risks-some of which she feels are significant, such as;

1. The R/W Sewer budget where operating income is falling short of operating expenses; plus soon needed equipment replacement.
2. The accuracy of our property assessing records.
3. Potential vulnerability in lawsuits, zoning, etc.
4. The ability to build an organization that is capable of continuing with quality into the future.

-Motion by Sayre and supported by Walker for Resolution (2017-12) to amend the presented budget as follows;

- \$1,500 increase to Admin Fee revenue for tax Collections – new budget = \$40,000
- \$2,500 increase in Supervisor salary to \$15,000 and concurrent increase in Federal withholding of \$190 to \$1,245.

Final Budget for our General Fund reflects;

- Budget Income \$533,950
- Budget Expense \$552,852
- Net change in assets -\$18,902 (which will be pulled from our General Fund balance)

Roll call: Sayre-yes, Walker-yes, Willett-yes, Combs-yes and David-yes.

-Truth in Taxation hearing was held. The taxes levied by Rollin Township are as follows; (1) mill real estate tax, which is reduced by the Headlee amendment; (1) mill collected for Advanced Life Support Ambulance and 1% administration fee to cover the costs of tax collection. Motion by Sayre and supported by Walker for approval of the Truth in Taxation hearing. Roll call: Sayre-yes, Walker-yes, Willett-yes, Combs-yes and David-yes. Motion carried.

**Salary Resolutions:** Lots of discussion on salaries, Trustee Sayre noted that we as a Board might want to consider establishing a committee of residents to make recommendations to the Board on salaries. Also Trustees Sayre and Walker asked the Supervisor David, Clerk Combs and Treasurer Willett to continue discussions regarding transition of the township and documentation of processes and duties to allow us to support on-going quality results.

-Resolution (2017-7), Deputy Clerk position is budgeted at \$3,600 that will be paid at a hourly rate of \$12.00 per hour, paid monthly, motion by Willett and supported by Walker; Roll call : Sayre-yes, Walker-yes, Willett-yes, Combs-yes and David-yes. Motion carried.

-Resolution (2017-13), Deputy Treasurer's salary is \$3,600 annually. Motion by Walker and supported by Willett; Roll call: Sayre-yes, Walker-yes, Willett-yes, Combs-yes and David-yes. Motion carried.

-Resolution (2017-11), Trustee's salary is \$2,400 annually, plus per diem for all meetings, no increase in salary, motion by Walker and supported by Willett. Roll call: Sayre-yes, Walker-yes, Willett-yes, Combs-yes and David-yes. Motion carried.

-Resolutions (2017-6), Clerk's Salary and Treasurer's Salary (2017-10), both received an increase of \$1,200 annually, the Clerk's salary will be \$17,700 annually and the Treasurer's salary will be \$16,500. Motion by Sayre and supported by Walker; Roll call: Sayre-yes, Walker-yes, Willett-no, Combs-yes and David-yes. Motion carried.

-Resolution (2017-9), Supervisor's salary increased by \$2,500 annually, for a salary of \$15,000. Motion by Willett and supported by Combs; Roll call: Sayre-yes, Walker-yes, Willett-yes, Combs-yes and David-no. Motion carried.

-Resolution (2017-5) to appoint Jim Sayre to Posey Lake Improvement Board; motion by Willett and supported by Walker, roll call: Sayre-yes, Walker-yes, Willett-yes, Combs-yes and David-yes. Motion carried.

-Citizen's comments: none

-Supervisor David adjourns the meeting at 8:06 pm.

Respectfully submitted by Denice Combs, Rollin Township Clerk

Minutes approved:

Date: \_\_\_\_\_ Supervisor: \_\_\_\_\_ Clerk: \_\_\_\_\_