

He Thursday, July 620 2017

Mr. Tom Kretz called the Special Trustee Meeting to order at 8:30 A.M.

Trustees present: Ms. Carol Graff, Mr. Tom Kretz, and Mr. Jeff Roberts.

Staff present: Township Administrator/Public Safety Director Alex Zaharieff, Road Superintendent Tim Parks, and Assistant to the Fiscal Officer Jan Schultz.

Others present: None.

The Purpose of this Special Meeting was to meet in Open Session to discuss and approve the 2018 Tax Budget.

#### 2018 Tax Budget:

Mr. Zaharieff and Ms. Schultz presented highlights from the 2018 Tax Budget Documents that were prepared for Trustee approval. Notes, comments, and points of discussion included:

- The 2018 Tax Budget was formulated using two years of actuals (from the 2015 and 2016 Fiscal Years) and projections from 2017, coupled with a Consumer Price Index (CPI) of +1.4%. Exceptions were made for health, dental, life, and workers' compensation insurance premiums.
- Some Capital Projects and Purchases—for the Road and Bridge and Fire Departments—that were included in the 2018 Tax Budget, will be removed in the 2018 Operational Budget.
- There is a planned "Spend Down" of Fund Balances for new fire stations, apparatus, equipment, and staffing.
- Because of reduced Fund Balances, interest earnings were decreased by 25%.
- Mr. Kretz noted that the Trustees received a separate Budget Addendum for the 2018 Fiscal Office Budget.  
Concerns expressed by Mr. Kretz, regarding the Budget Addendum, included inconsistencies with the current salaries and wages of two positions, and that the contracted services line did not accurately reflect the full use of Accountemps for current staffing needs.  
Mr. Kretz also said he believes the best scenario for the staffing of the Fiscal Office would be to have three persons—one full-time and two-part time, at 25 hours per week for each part-time position.
- Ms. Graff commented that the Budget Addendum also did not reflect the Cost Allocations being used by the other Township Departments.  
Mr. Kretz stated that the 2018 Fiscal Office Budget Addendum would be set aside for now.
- With no members of the public in attendance, there was no input from the public sector at the Budget Hearing.

#### 2017-226:

Mr. Roberts made a motion "to approve the Beaver Creek Township 2018 Tax Budget, excluding the Fiscal Office Addendum, which was not submitted until July

Special Beaver Creek Trustee's Meeting

DAYTON LEGAL BLANK, INC., FORM NO. 10148

Held Thursday, July 6

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3, 2017. The 2018 Tax Budget, for all funds, including the Fiscal Office, shall include a 1.4% increase that is consistent with the Consumer Price Index, Urban Wage Earners and Clerical Workers for Southwestern Ohio, and a 10% increase for all health care benefits." Ms. Graff seconded the motion. Roll Call: Ms. Graff, Yes; Mr. Roberts, Yes; and Mr. Kretz, Yes.

**Additional Comments:**

Ms. Graff said she appreciated the work that went into the preparation of the 2018 Tax Budget, especially in light of the recent UAN software "take away" pertaining to the use of macro-level percentages.

Ms. Graff also encouraged the Fiscal Office to continue moving towards the utilization of more modern and enhanced technologies and software programs.

Mr. Kretz commented on the importance of recognizing the efforts being made, on a daily basis, in the Fiscal Office.

**2017-227**

Ms. Graff made a motion to adjourn at 8:47 A.M. Mr. Roberts seconded the motion. Roll Call: Ms. Graff, Yes; Mr. Kretz, Yes; and Mr. Roberts, Yes.

Trustee:



Fiscal Officer:

