

## RECORD OF PROCEEDINGS

Minutes TOWNSHIP TRUSTEES

SPECIAL

Meeting

DAYTON LEGAL BLANK, INC., FORM NO. 10148

Held ADMINISTRATION BUILDING

JUNE 5, 2013 20

Chairman Dickinson called the meeting to order at 2 PM. Trustees Justin Madden and Jim Mueller were present. Fiscal Officer Charles Walder was also present.

This was a special workshop meeting called for the purpose of reviewing the proposed 2014 budgets, reviewing the current budget and adjustments made, and implementing strategies for generating income and decreasing expenditures within each department.

**ZONING:** Zoning Inspector Ric Machnics was present. After a review of last year's goals, the Annette Scott property was discussed. Mr. Machnics reported that the deadline for Ms. Scott's 30 days to take action was approaching.

The 2013 budget error calculation was discussed. Mr. Mueller reported that the state had also cut much of its funding to the township. As such, the General Fund's future budgets will be much smaller than in the past; the Zoning Department, as well as the Cemetery, is paid for through the General Fund and each department will have to decrease spending or increase revenue to maintain the budget allowance. Mr. Machnics reported that the only major purchase he knew of in the future would be for a new copier for Zoning, although it was not immediately required. Mr. Dickinson suggested that the Zoning Department utilize the copier upstairs until finances settle. Mr. Machnics was excused at 2:42 PM.

**GENERAL FUND:** The General Fund is losing most of its funding from the state; there is huge decrease in the Local Government funds and the Inheritance Tax funds will no longer be distributed to the local government. These funds have supported a large portion of the General Fund and other departments in prior years. The Trustees and Fiscal Officer agreed that the financial burden of the other departments must be taken off of the General Fund in order for it to survive.

The Trustees and Fiscal Officer discussed tracking the percentage of time they spend working on each department and receiving their pay from each department based on these percentages. They currently are paid only from the General Fund and this change would decrease the burden on the General Fund.

Eliminating longevity pay will be looked into as a means of reducing expenditures in the future. The Trustees and Fiscal Officer discussed putting a General Fund levy on the ballot to raise necessary funds to make up for the lack of state funding.

The Trustees and Fiscal Officer emphasized the importance of implementing cost reducing strategies as well as income generating strategies for each department so that they become self-sufficient and need not rely so heavily on the General Fund.

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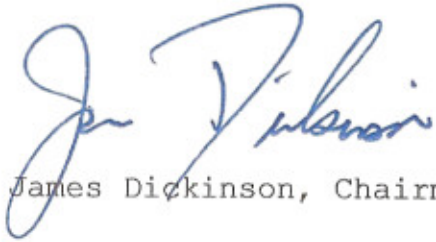
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*Mr. Mueller made the motion to adjourn. Mr. Madden seconded the motion and it passed unanimously.*

The meeting was adjourned at 3:36 PM.



James Dickinson, Chairman



Charles Walder, Fiscal Officer

Recorded by: B. Milite