

Minutes
LAFAYETTE TOWNSHIP BOARD OF TRUSTEES
Special Meeting
Monday, February 15, 2010

Meeting called to order: 6:01 p.m.

Members Present: Trustee Lynda Bowers, Trustee Donald Butler, Trustee Nanci Shanley, Fiscal Officer Shirley Bailey.

Interviewing of Applicants for Township Secretary -

L. Bowers – Nanci, you want to go ahead and...

N. Shanley – We're here this evening to conduct interviews for the position of Township Secretary and I would move to convene in Executive Session to discuss personnel, hiring, firing, compensation.

L. Bowers – Is there a second?

D. Butler – I will second that.

L. Bowers – Moved by Mrs. Shanley, and I assume that's pursuant to Section 121.22 G?

N. Shanley – Thank you.

L. Bowers – Right off the top of my head...

N. Shanley – Thank you. That's the only thing I left at home, so thank you.

L. Bowers – Okay. **Roll call vote: Mr. Butler?**

D. Butler – Yes.

L. Bowers – Mrs. Bowers – yes. Mrs. Shanley?

N. Shanley – Yes.

L. Bowers – Okay. We will recess into Executive Session at 6:04. Also, Nanci, just before we go in, I brought my file on the Employee Handbooks, I brought my file on Parking, and I brought my pile on Policies. Throughout the evening, if you get a minute here or there, you want to clip through them? Take one of these yellow pages and stick on whatever you want cause there's a lot of stuff in there.

N. Shanley – Okay, thanks.

L. Bowers – And then I'll make sure you get copies of those.

N. Shanley - Thank you.

L. Bowers – There you go.

N. Shanley – Is this a one-time opportunity? Or do I get to look at them again?

L. Bowers – No, you can look at them again, I just....

N. Shanley – Cause I don't know if we're, if I'm gonna get through that.

L. Bowers – No, but I am thinking, you know, between interviews and stuff you might have a few minutes and they're actually pretty easy to flip through and just put a sticky on them and I'll take care of it for you.

N. Shanley – Yeah.

L. Bowers – Let's go group. At this time, who are we going to invite back with us?

N. Shanley – I'd like to, to start by, with the three of us and then call somebody in.

L. Bowers – Okay.

N. Shanley – If that's okay.

L. Bowers – Okay.

Executive Session convened at 6:04 p.m.

Mrs. Kim Ferencz and Mrs. Joy Turpin were called back separately to meet with the Board of Trustees for interviews.

Special Meeting reconvened at 7:15 p.m.

L. Bowers – I'm sorry. I'll call the meeting back to order at 7:15. I'm not used to having to do that. And Work Session is now in session. It's 7:15. We made no decisions in that meeting other than we will amend tomorrow's agenda, in the Executive Session we made no decisions other than we will amend the agenda to include the consideration of hiring a Township Secretary tomorrow evening. And now we have the Fire Department budget.

Fire Department Budget –

L. Bowers – Nanci, you want to take that over? She is the liaison for the Fire Department.

N. Shanley – First of all, I just want to thank Jeff and Brad. They did a spectacular job putting this together. The spreadsheet is wonderful – thank you. Let me just find this on the a...Okay, starting with Fire & Rescue Fund line item 2191-190-0000 Salaries. Does everybody have this spreadsheet?

L. Bowers – Yeah. Got it.

N. Shanley – Okay. Proposed is \$162,000.00. And all of the figures below here that are blank, Shirley, are based on percentages, right? So, okay.

L. Bowers – Shirley will fill those in, right?

N. Shanley – Right.

L. Bowers – So that's gonna change the bottom line a bit.

N. Shanley – Right. Okay. Let's see. Bear with me just a second, I'm trying to get myself oriented between the two. Okay. Election Expenses we had zero last year, proposing zero this year. Training – we had \$13,000 last year. We encumbered \$10,795.00 being requested again this year is \$13,000. That's gonna cut it? Okay. Cellular Phones - \$730.00. Telephone – Station 2 – Projecting a slight increase - \$2100 for each of the two stations. Electricity is actually going down by \$500 based the 2009 usage which was \$1,961.22 for Station 2. Siren for Lion's Park. We have a reduction of \$250 from last year. We're proposing an appropriation of \$200.00. Electricity for Station 1 is being reduced by \$1,000.00, so proposing an appropriation of \$3,000.00 for that. Water and Sewage, Station 2 remaining at \$600.00. Last year it was \$490.40 that was used. If you have any questions anywhere along the way, just pipe up. Life Insurance. Anything in yellow are things that there were some question about. What, Shirley, did that...

S. Bailey – Life Insurance was when we gave the Life Insurance to Jim Sheppard.

N. Shanley – Okay.

S. Bailey – So that would be at zero.

N. Shanley - Okay. And that's exactly what's being proposed. Auditing Services – there was nothing last year charged.

S. Bailey – That's because we didn't have any auditing services.

L. Bowers – But there will be this year.

N. Shanley – Okay.

S. Bailey – But we will have to have this year.

N. Shanley – Okay. So what would you recommend for that?

S. Bailey – Well, it, I thought it was already on (referring to mic). I don't know exactly how much they will be, time they will be spending on Fire. Right now they're spending a lot of time on General. The auditor has been in last week and he's going to be in again probably all this week.

N. Shanley – Based on what it was two years ago, can we take a look at what it might...

L. Bowers – No.

S. Bailey – No.

N. Shanley – No? Well I thought that was a huge audit, wasn't it.

L. Bowers – That was a really bad audit.

N. Shanley – That was a really bad audit.

L. Bowers – The typical audit's running around \$7,500.00.

S. Bailey – Right.

S. Bailey – So you can assume that you'd probably want to allocate about 20% to Fire just to be safe. It might not be that much. Shirley can figure it out at the end.

N. Shanley – Okay.

L. Bowers – Sound reasonable, Shirley?

S. Bailey – Fine. Cause I,

L. Bowers – Okay.

S. Bailey – I won't be able to actually break that down until they are finished.

L. Bowers – I'd say \$2,000 is a safe number.

N. Shanley- Okay.

L. Bowers – It might be close to that.

N. Shanley – I think, I think I skipped some lines, didn't I? Yes.

L. Bowers – Yeah, I had a question on one of them, but I'm gonna go back to that at the end. I'm running a list of questions down.

N. Shanley – Okay.

L. Bowers – They're not bad.

N. Shanley - Water & Sewage we have remaining the same at \$600. Water & Sewage – Station 1 we have a reduction of \$400 to \$300 based on last year, which was \$490.40. Office Supplies - \$600.00. Tax Collection Fees Assessment – we increased it to \$4,500. Does that sound reasonable, Shirley?

S. Bailey – I just got them in. That should be reason...in fact that might be a little bit less.

N. Shanley – Okay. Last year we were at \$3,996.28.

S. Bailey – It'll be about the same, maybe a little less this year.

N. Shanley – Okay.

S. Bailey – So, if you want to be on the safe side and go forty-five...

N. Shanley – And I think that, yeah, I think that was the plan.

S. Bailey – that'd be fine.

N. Shanley – Okay. Garbage and Trash Removal – we have going up slightly since the tipping fees have increased. We're not sure if it's gonna hit or not. So we have \$500. Repairs and Maintenance. There was a question as to exactly what goes in there.

S. Bailey – That's anything that they buy that is not for any particular vehicle.

L. Bowers – An ax handle breaks.

S. Bailey – Something like that, you know...

L. Bowers – Something falls off of a truck and piece of equipment gets...

N. Shanley – Well, there's a small tools line item too.

S. Bailey – That's for purchase of new. But when they're repairing or maintaining equipment

L. Bowers – Sharpening, sharpening chain saws, things like that.

N. Shanley – Okay. Well, we had nothing. We used nothing last year.

S. Bailey – Yeah, because it's not used used that much.

N. Shanley – Yeah.

S. Bailey – But I just used it today though for, I don't remember what it was, but there was an item that you had that I put under the maintenance, repair / maintenance, because it wasn't for any vehicle.

L. Bowers – Like for instance – you don't have a line item for sharpening your chain saws, right?

J. Hall – Correct.

L. Bowers - It would go there. And things like that you just don't know when they need done until you use them and they need done so you have to have something set aside for her to go to, otherwise she can't pay bills.

S. Bailey – Right.

N. Shanley – So a thousand? Would that sound reasonable?

J. Hall – Yes.

N. Shanley – Okay.

L. Bowers – So we agree on \$1,000 there?

N. Shanley – Okay. Shall we go back to your question? While we're on this page?

L. Bowers – Well, auditing services, we never made a decision. We putting \$2,000 in there? Do we agree on that?

S. Bailey – I thought we did with...

N. Shanley – a twenty.

L. Bowers – I didn't know that we agreed. We discussed it but we didn't agree.

N. Shanley – Yes, I would agree with that.

L. Bowers- Okay. Um, when we were talking about natural gas and so on and so forth, did, Brad, Jeff, did you put anything in the budget to fix the sewer line at Heatherhedge or has that been taken care of? That's just been a problem that's just gone on, that open line in the front. That really just can't keep going on.

J. Hall – (not at mic – cannot hear)

L. Bowers – Yeah, I guess they call it a trap, that's got sewer gas coming up through it.

S. Bailey – I thought that was at this station.

L. Bowers – No, there's one down at Heatherhedge that's been going on for years.

J. Hall – We cleaned that out and...

L. Bowers – Is it fixed?

J. Hall – Yeah, I mean the ventstack head was plugged, so..

L. Bowers – So it's okay now?

J. Hall – We haven't had any odors lately.

L. Bowers – Okay. Just checking.

N. Shanley – Okay.

L. Bowers – Cause it just keeps getting, kept getting overlooked. When did that get taken care of?

J. Hall – Back in the fall.

L. Bowers – Okay. Good. That's good news.

N. Shanley – Okay. Moving on. Repairs and Maintenance Miscellaneous. So how would this be used versus the other line that, Basic Repairs and Maintenance and now we have Repairs and Maintenance Miscellaneous.

S. Bailey – Right. And we don't need both. The Repairs and Maintenance Miscellaneous was put in and it shouldn't have been because we already have Repairs and Maintenance.

N. Shanley – Okay. Well, we had, on the Miscellaneous, we had \$2,000 appropriated last year – we spent \$1,066.41. So that tells me that if we're going to go down to one it needs to be more than \$1,000.00.

J. Hall - \$2,000 would be plenty. That way we'd save \$1,000.00.

N. Shanley – Okay. So which one do you want to keep, Shirley?

S. Bailey – I would rather keep the, just the Repairs and Maintenance. That's the main one that's on the UAN system. The other one is one that's been made up.

N. Shanley – Okay. So it, we're moving to \$2,000 on that one? On 323-000...

L. Bowers – And eliminating 0001.

N. Shanley – And eliminating, correct.

L. Bowers – Okay.

N. Shanley – Okay. Repairs and Maintenance on the Horton International. I have a question. We wondered, is it possible to change the descriptions? Slightly? For example, to say Spartan Engine? Instead of five passenger, six passenger, whatever it said.

S. Bailey – No, because you have to set up, you see how you have the numbers going down there,...

N. Shanley – Right. No, no, no. They want to leave, what you see in red, is what

S. Bailey – But you want to add to that.

N. Shanley – Jeff and Brad are suggesting.

L. Bowers – You can do that at beginning of year, or can you do it in-term?

N. Shanley – It's more descriptive of what 101-1 is, for example, to say Spartan Engine.

S. Bailey – Correct. But there's not a whole lot of room, for one thing. But ah...

L. Bowers – Two questions, Shirley.

S. Bailey – Did you have, didn't they have another Spartan? Or like with the Ford utility truck. See the code, the 0013 stands for the Ford.

N. Shanley – Right. And it's still the Ford. Nothing's changing...

S. Bailey – But we have, we have Fords in Service Department.

N. Shanley – Right.

S. Bailey – So, that code...

N. Shanley – Yeah, they're saying, okay, what they're saying, and these are actually shorter than what is on the line items for most, for example, Spartan 4-passenger, Spartan Engine is actually shorter. And it just describes the vehicle more accurately. And that's the only reason that we're asking the question.

S. Bailey – Okay.

N. Shanley – Is it possible to do it?

S. Bailey – It's possible. Yes.

N. Shanley – Okay.

L. Bowers – I think it would be easier to

N. Shanley – To decipher.

L. Bowers – I know as a Trustee, it's going to be easier for me to figure out what those are if I, if they have that stuff in there that's in red.

N. Shanley – Uh-hum.

L. Bowers – If you, I just didn't know if you could do it once your account is set up at the beginning of the year. Can you change it now?

S. Bailey – I can change it, yeah.

N. Shanley – Okay. That would be wonderful. Okay. Okay. So moving to the Horton International. The proposed appropriation is \$10,000.00. Do we want to do something other

than Horton International there to be more in line with what we've done below? As far as the description?

J. Hall – No.

N. Shanley – Okay. Okay. Spartan Engine – we're going to \$10,000 is what's being recommended. It's a reduction of \$1,000. The 104-1 Ford - \$5,000.00 - that's an increase of \$500 over last year. The Sutphen Engine 101-3, and Shirley, there's a 2010 there also, I don't know if you're seeing that in red.

S. Bailey – Yeah, I see it.

N. Shanley – Okay. Proposed is \$2000.00 for maintenance for that. That's a reduction of \$1500. International Tanker – that's an appropriation of \$10,000. That's an additional \$2,592.69 over last year. The Pierce Engine - \$10,000.00. That's a reduction of \$10,000.00 over last year. The EVI Heavy Rescue. The proposed appropriation is \$10,000. It's \$5,000 over last year and, Jeff and Brad, do you want to talk about that a little bit now or do you want to wait?

J. Hall – If you want to wait, that's...

N. Shanley – Okay. Okay. Surrey Fire Safety Trailer – it needs some major maintenance and so the appropriation is \$4,000.00. That's a \$2,000.00 increase over last year. The Ford Road Rescue 107-1 – an appropriation of \$3,000.00 – that's a \$1,000 increase from last year. And generally speaking what we're looking at here is some catch up maintenance on items that just basically over the years were not quite kept up with so we're gradually moving to the point where everything is in good shape and, you know, we can move forward with lower costs hopefully in the future. Okay. Then there's a question about Repairs and Maintenance EMS Maintenance. Shirley, what, what has that been, do we know?

S. Bailey – Again, that's just where it's odd and ends. That's when it's not to any specific item. But if it's for EMS then we have to, we have to have a place to put it and I have no vehicle to put it against or if it's some type of supply but it has nothing to do with office or operating, then it goes into EMS maintenance.

N. Shanley – Okay, would that be like, equipment maintenance?

S. Bailey – It could be equipment maintenance, but then we have for equipment, but that's for new.

N. Shanley – And that's why that yellow line is there, right? Cause we seem to, this seems to be a duplication, if I'm remembering correctly.

S. Bailey – There may be because when you have, see now, that one was never used either.

N. Shanley – Right. So, should we be zeroing that out?

S. Bailey – We can.

N. Shanley – We didn't use it last year at all.

S. Bailey – No, we didn't.

N. Shanley – Okay. Jeff? Brad? Are you good with zeroing that out?

J. Hall – Fine. That line tends to go away then? That line item? Or is it...

S. Bailey – No, the line item will stay until 2011.

N. Shanley – It'll just have a zero. It'll just have a zero balance.

S. Bailey – Right. It'll have a zero, but as far as the line item itself, that stays until the following year before I can take it out.

N. Shanley – Okay. Postage – remaining the same at \$75.00. Printing – Publications. Can we talk about what that covers? We didn't, I don't think we spent any last year. Yeah, we did.

S. Bailey – Yeah, you're publications for when you had the RFQs.

N. Shanley – Wasn't that over a thousand?

S. Bailey – Yeah, it was.

N. Shanley – So how come it's only \$578.84?

S. Bailey – Cause you have another line item for advertising, I believe.

L. Bowers – Would that also include, I understand that you've got new guidelines that have come down from Cleveland Clinic, and those have a lot of graphics and color things that you probably want to copy for all your EMS. Would that be included in this expense? Cause I think you're gonna have to make those changes, aren't ya?

J. Hall – We get, I believe, two books from the hospital but then we, what we do, we put it on our website where it's secure for members only and if we have to do anything, we'll do CDs.

L. Bowers – Okay. Just as long as they have something to go to.

N. Shanley – So, most of the stuff you're now just putting up on the website instead of disseminating paper, right?

J. Hall – Correct.

N. Shanley – Okay.

L. Bowers – So the cost of the CDs and stuff would come out of that line then? I'm asking, is that?

J. Hall – Yeah.

L. Bowers – I just want to make sure...

N. Shanley – Or is that coming out of Office Supplies?

L. Bowers – I want to make sure you have a place to go to that.

J. Hall – Yeah, I guess it could come out of Office Supplies.

L. Bowers – Okay.

J. Hall – It'd be the same CDs we use.

N. Shanley – Yeah. So do we have enough in Office Supplies? Okay. Okay. So are we zeroing that out? I mean, I think the RFQ ads were over a thousand, right?

S. Bailey - \$1,600.00.

N. Shanley – Um-hum. So...I guess I'm trying to understand how some of it ended up here and some of it ended up there, it just, because that's where there was money available, or...?

S. Bailey – That could be. I'd have to look at the, the breakdown.

N. Shanley – Well, in the event that we have to run another ad, should we fund this or a different line item? If we were to, say, repeat some other request for proposal of some sort, what line item would it come out of ?

S. Bailey – It should come out of Printing.

N. Shanley – Okay.

S. Bailey – Cause I don't see advertising.

N. Shanley – Okay.

L. Bowers – It's just sometimes she doesn't have enough of a balance to do things and so she has to go to the next most appropriate. Sometimes there's more than one place that's appropriate.

N. Shanley – Yeah, I didn't see advertising when we went through this yesterday. There isn't an advertising, so I don't know where the balance of that ended up, but, so in light of that, do we leave it at \$1,000? Okay. Inspections. We have \$3,000 is proposed appropriation, that's a reduction of \$500. Contracted Services for Dispatch – going up to \$16,000 just to be on the safe side – that's an increase of \$1,764.00. Contracted Services – Physicals – remaining the same at \$6200. Contracted Services – Fleet Watch – remaining the same as at \$500.00. And then, Alpha Pagers – do you want to talk about that right now?

J. Hall – Sure.

N. Shanley – Okay.

(Meeting held up while new tape inserted)

N. Shanley – Ready? Okay.

J. Hall – The Alpha Pagers is a service that we used to have long time ago where everybody had an Alpha Pager where we were able to receive text from the Sheriff's Department. Ninety-five percent of the Fire Department gets it on their cell phone at their cost, stuff like that. As of right now, we only have six Alpha Pagers out there and I want to work on getting them collected and turned in so we can no longer, we don't use that service any more that much. And for six people it's really not worth it. So that's why I'm recommending that, we do have a proposed \$1300 to cover the costs cause we're gonna get charged until we get all six back and turned in. And once they're all turned in, that's the end of that service.

N. Shanley – Right. I think we estimated through May.

J. Hall – Correct.

N. Shanley – Estimating it takes x amount of time to get them in, get them turned back in and all of that.

J. Hall – Correct.

N. Shanley – Okay.

S. Bailey – Is that with USA Mobility?

J. Hall – Mobility, correct. Yes.

S. Bailey – Okay.

N. Shanley – So thirteen hundred is the...

J. Hall – Yes.

N. Shanley – Okay. Okay. Contracted Services – Breathing Air remaining the same at \$2,000. Contracted Services – Copier going up \$50 to \$450. Contracted Services – G & US Ink. And that was another question. Do we know what that is?

S. Bailey – That's a contract that, I think that had to do with your computers. Besides KGC. Cause that was a contract that came in last year. Jeff, do you remember what that one was for?

J. Hall – I don't remember.

N. Shanley – It was \$1,191.00 that we spent last year.

J. Hall – Right, yes. Okay, it's starting to...

N. Shanley - \$1,191.00.

J. Hall – We can just leave that as it.

N. Shanley - \$2,000.00?

J. Hall – Yes.

N. Shanley – Okay. That good? Okay. Contracted Services – Computers and Software - \$8,000.00. That covers the maintenance agree, is that correct? Okay. So that's a reduction of \$14,000.00. That's Fire Programs support and KGC Computer support. That's what's included in that \$8,000.00.

S. Bailey – Right.

N. Shanley – Linde Gas Oxygen - \$1,200.00. It's a reduction of \$800.00. Contracted Services – Medical Integrated Services. And again there was a question as to what that was. We didn't, we had \$500 appropriated last year, we used none of it. Do we know, Shirley?

S. Bailey – No, cause I...

N. Shanley – The physicals come out of a different...

S. Bailey – I would get a bill on that. That was set up, cause that's the name of it – Medical Integrated Services, and I haven't got a bill yet on that this year, or last year.

N. Shanley – Do you know what it was for, or...?

S. Bailey – Offhand, no, I don't recall.

N. Shanley – Okay.

L. Bowers – Isn't that your reports? Isn't that part of your reporting system? I think it was.

S. Bailey – Their reporting system going through another ...

N. Shanley – Uh-hum.

L. Bowers – What's Medical Integrated Services?

J. Hall – We don't know, that's why...

N. Shanley – Yeah, that's why we've got the yellow light here.

S. Bailey – I can pull that up from 2008 and find out.

L. Bowers – It might have been one of those onetime costs where something needed to get done and that's where they went.

N. Shanley – Shall we circle in and maybe pull 2008 and see what it was all about to see if we need it?

S. Bailey – Sure.

N. Shanley – Okay. Thank you. Okay. Contracted Services – Cable – Station 1. We're increasing to \$1,200 for both stations based on last year's usage. Have we gotten any information about any increases on cable or anything that we should be aware of? No? Okay. Property Insurance Premiums. There were \$12,500.00 appropriated last year. \$10,289.80 were spent. No, I'm sorry, \$12,500.00 were appropriated last year, \$2,398.40 were spent. So it seemed to make sense to go to \$5,000.00. Do we have any clue why the initial appropriation was so high? Is there anything that would have triggered that from 2008 that we can remember?

S. Bailey – I'm not aware.

N. Shanley – Okay.

S. Bailey – We did go with a ...

L. Bowers – Didn't change that much.

N. Shanley – No.

S. Bailey – No.

L. Bowers – Obviously.

S. Bailey – We have new insurance, but, it didn't drop that much. I think Jim, when he was setting this up a couple years ago, he was just making sure that he had a good base in there.

N. Shanley – Okay. Well, based on the fact that we spent \$2,398.40 last year and \$5,000.00 is being appropriated, we should be fine, right?

S. Bailey – It should be fine. It should be.

N. Shanley – Liability Insurance Premiums - \$12,700.00. Last year, \$12,700.00 were appropriated, we spent \$10,289.80. So, makes sense to keep it at that same amount. Right? Okay. Operating Supplies – Uniforms - \$5,000.00. It's a reduction of \$1,100 over the 2009 appropriation which was \$6,100.00. Operating Supplies – EMS - \$4,000.00.

S. Bailey – Question on the uniforms.

N. Shanley – Yup.

S. Bailey – I know that last year was \$4258.00, but it's gonna be higher this year because you have that Uniform Program.

B. Winter – Okay, but we, there's a payroll deduction also.

S. Bailey – Right, but, I have to pay it from this. I don't pay it from your payroll deduction.

L. Bowers – There has to be an appropriation and then there's a recovery.

N. Shanley – To purchase it. To purchase it.

L. Bowers – There's a reimbursement.

N. Shanley – So when, when it's recouped through the payroll deduction, does it go, where does that go?

S. Bailey – That has to go, when the money comes in, I can put it back into Uniforms, but I can't put it back into Uniforms until after I've paid it out.

L. Bowers – And you can't put it back in the appropriation either.

N. Shanley – Right, no, I get that. We have to advance the money.

L. Bowers – You put it back into income. You put it in revenue, you don't put it back in the appropriation.

S. Bailey – Yes. True.

N. Shanley – So it just goes back into the pool of money that all of this comes from.

S. Bailey – Correct.

L. Bowers – But we still have to appropriate the total that it's gonna cost.

N. Shanley – No, no. I understand that. We have to go and buy that, the uniforms. We had to pay for them to begin with.

S. Bailey – Right.

N. Shanley – I guess the question was, when the money comes back in...

S. Bailey – It goes into rev... or it goes into our receipts, or revenue.

N. Shanley – Um-hum.

S. Bailey – And when it comes into that, that is a different section. I can't pull it from there. That's money that we've gotten in. I have to have the appropriations in order to pay.

N. Shanley – No, I think we're all clear on that.

S. Bailey – Okay.

N. Shanley – We're all clear on that. But there's no way that that goes right back into that line is what you're saying.

S. Bailey – No.

N. Shanley – Okay.

S. Bailey – There's no way you can do that.

N. Shanley – Okay. So given that, let's see... So based on that, what do you think we should have?

J. Hall – Can we come back with an accurate figure?

N. Shanley – Okay. Let's circle that one.

S. Bailey – Okay.

N. Shanley – Okay. Operating Supplies – EMS - \$4,000.00. Last year's appropriation was \$4,000.00 and we spent \$3,294.00. Operating Supplies – Fire - \$3,000.00. Last year we spent \$2,226.00. Operating Supplies – Fuel - \$10,000.00. That's the same as last year's appropriation. Small Tools and Minor Equipment – Fire Small Tools – you guys want to talk about that a little bit?

J. Hall – On your sheet, for 2009 they appropriated \$37,500.00. We wanted to reduce that down to \$25,000.00 for a \$12,500.00 reduction. But also, you can see there's three items underneath that that we were wondering about making those line items if at all possible. And the first one would be the Miscellaneous Equipment – Mounting Hardware / Radios & Installation for the new engine for \$20,000.00 and then the Turnout Gear Replacement Program – this would be five sets ongoing every year. And then the SCBA Replacement Program – six units a year at a four year program which would bring us....

N. Shanley – And that's breathing apparatus.

J. Hall – Yes. The self-contained breathing apparatus.

N. Shanley – Okay. And you see that being over with in four year?

J. Hall – Yes.

N. Shanley – Okay. Whereas the Turnout Gear, that's an ongoing program because just about the time that you're done with, you know, it's time to replace some other ones, right?

J. Hall – Correct.

N. Shanley – Okay. So all of this would be added together under Small Tools – Minor Equipment. Is that what we’re proposing?

S. Bailey – No, he’s asking for separate...

N. Shanley – Can we create a new line item at this point?

S. Bailey – Yes, I can create.

N. Shanley – Okay.

S. Bailey – I can’t make it as long as what you have there though.

J. Hall – And that’s fine. We just, this is for descriptive purposes only.

N. Shanley – Okay.

S. Bailey – Okay.

N. Shanley – Should, does it make sense to move this equipment associated with 101-3 so that’s in the same vicinity as the engine itself?

S. Bailey – No, because it has to, it’s where, it’s hard to explain. Like the 220 shows it’s fire, the 420 and the, well the 430 shows it’s equipment. I can’t, if this is going to be equipment, I have to go under the 430.

N. Shanley – 430. Got it. Okay, I understand.

S. Bailey – And then, then the last four digits is a description.

N. Shanley – Okay.

S. Bailey – That I have to make up.

N. Shanley – Okay.

S. Bailey – Okay?

N. Shanley - That’s fine. Okay. Thanks, Jeff.

J. Hall – Thank you.

N. Shanley – Small Tools and Minor Equipment - \$15,000. It’s a reduction of \$12,500.00. FEMA Grant – was \$1,000.00 last year, or I’m sorry zero last year, zero once again. Budget Stabilization – it was zero last year, proposing \$500.00. I’m assuming you need that, right?

S. Bailey – Budget Stabilization was a whole lot more than, it’s down to zero because it’s been used.

N. Shanley – Okay. It didn't show in appropriations.

L. Bowers – We started with, what....

S. Bailey – It won't show.

L. Bowers – What did we start with that appropriation - \$25,000.00? It was a big one.

S. Bailey – No, it was around \$15,000.00, I think it was.

L. Bowers – Is that what it was? I know it was a big one.

N. Shanley – Okay. Because I'm new, I don't understand why we, it wouldn't show up under the appropriated amount.

S. Bailey – Because, because when I go, if I have...

L. Bowers – It gets moved.

S. Bailey – If I'm short, if I'm short on a line item, I have to go into the system and I go to the Budget Stabilization to adjust that line item. So it pulls it from the Budget Stabilization to put it...

N. Shanley – And it gradually just disappears?

S. Bailey – Right.

L. Bowers – Right.

N. Shanley- Okay. Got it.

S. Bailey – So that one came down to zero.

D. Butler – It started out with nothing though. I don't...

S. Bailey – No.

N. Shanley – No, no, no. That's what she just explained. It started out with, let's, if it starts out with \$10,000.00 and she pulls out \$2,000.00 to go somewhere else...

D. Butler – I understand that.

N. Shanley – that appropriation amount drops. So eventually if you use up the whole thing it goes down to zero.

L. Bowers – It's a floating appropriation basically.

N. Shanley – So what do you suggest, then?

L. Bowers – And there's, there's things that you just simply cannot

N. Shanley – Predict.

L. Bowers – plan for and anything that you can't plan for in Fire and EMS is usually expensive. Fair statement, gentlemen?

N. Shanley – So what did we start out with, do you remember?

S. Bailey – I believe it was \$15,000.00 but I'm not positive. But I know it was up there.

L. Bowers – Well, fifteen's a good reasonable figure given what we know some of those repairs and expenses and equipment that we have to get that we don't plan for come in. It can always be adjusted throughout the year by a supplemental if we need to.

N. Shanley – Okay. So let's put \$15,000.00? Is that what we...

L. Bowers – Yeah, I think that's fair.

N. Shanley – Okay.

L. Bowers – We want, we want to paint the most accurate picture possible.

N. Shanley – Yup.

L. Bowers – Understanding things can always happen that we won't see.

N. Shanley – Okay. Professional and Technical Services – Website - \$1,400.00. That's the website maintenance, is that correct? Okay. And hosting and all that. Dues and Fees – reducing that to \$500.00.

L. Bowers – Shirley, is the Emergency Management billing now completely coming out of General? Every year? The bill that we get that's based on population. I realize there's another but, that one is coming out of General Fund now?

S. Bailey – From FEMA?

L. Bowers – No, from Emergency Management.

S. Bailey – Emergency Management?

N. Shanley – Medina...

L. Bowers- The annual billing.

S. Bailey – The annual billing, it will come out of Fire if it's, if it has to do with Emergency Services. And I did have one, that, it's already been paid for this year.

L. Bowers – And it came out of Fire?

S. Bailey – Came out of Fire.

L. Bowers – Okay. I was curious because I, I think they're behind on their billing and I didn't see anything for 2009. I didn't see where it had come out so I was curious if that would be in Dues and Membership or do you consider that somewhere else.

N. Shanley – Do you have a, do you know how much it was, that we just paid?

S. Bailey – It was \$1,700.00, I think.

L. Bowers – Yeah, it was less than \$2,000 this year. Our population is still based on the 2000 census, but next year it's...

N. Shanley – But the whole thing didn't get charged to Fire, right?

L. Bowers – gonna go up quite a bit.

S. Bailey – No, we have two separate bills.

L. Bowers – Yeah.

S. Bailey – And the one, one bill was \$1,700 and I believe that was the one out of Fire.

N. Shanley – Okay. So last, okay. So last year we had a thousand, we used \$180.00, unless I'm wait, hang on, no, no, no. I'm off the, I'm off line here. \$1,124.00.

S. Bailey – Dues and Fees though, that, that normally is for when they buy their...

L. Bowers – Is that their professional memberships?

S. Bailey – Their magazines and professional memberships, whatever.

N. Shanley – Okay.

S. Bailey – That's what that's used for.

N. Shanley – We appropriated \$1,124.20 last year, we used \$270.00. They're estimating \$500.00. So that doesn't, it doesn't have anything to do with ...

S. Bailey – No.

N. Shanley – Emergency Management. Okay.

L. Bowers – For Dues and Fees, is it possible to change that to Professional Dues and Fees so, and there's a reason for that, because we have other dues and fees that we pay that aren't professional magazines and professional organizations and maybe we should, those of us

who've been here for awhile understand what it is, but, those who come behind may not make that distinction.

S. Bailey – Yeah, but see that Dues and Fees, that's used in all of the funds.

L. Bowers – Okay.

N. Shanley – Okay. Let's leave it. Okay. Other.

L. Bowers – I was just asking.

N. Shanley – Other Expenses – EMS – so it's highlighted in yellow cause there's a question as to what that, what exactly that pays for. Last year we appropriated \$1,000.00 and we spent \$180.38.

S. Bailey – Well, if there was an expense, I would, I would have to look at the bills.

N. Shanley – Okay.

S. Bailey – There was an expense for EMS and looking in here won't help you because you'd have to know by the date. (referring to Financial Record Book)

N. Shanley – Okay. So...

S. Bailey – You'd have to, you have to go by the date, and we don't know when that came out.

N. Shanley – So \$500 is what is being proposed here based on last year's pattern. Does that seem like its reasonable? Not really knowing exactly what that is?

S. Bailey – More than reasonable, because it's something that isn't used that often.

N. Shanley – Okay. Can we, is it a difficult thing to try to identify, not tonight, but what that is, so there's a better understanding and Jeff and Brad can better understand what's, what's coming out of that line item?

S. Bailey – Well, I can pull that line item and see just exactly what came out of it.

N. Shanley – Okay. If we could do that, that would be wonderful. Would that be helpful? Okay. Okay. Tax Collection Fees Assessment. The note here is that it appears to be a duplicate of a different line item. Is it a duplicate or is it in fact different, do we know?

S. Bailey – Tax and Fees Assessments?

N. Shanley – Yeah. Appears to be a duplicate of 2191-290-314...

S. Bailey – That's exactly what you have here. That's, that's the number.

N. Shanley – Okay.

S. Bailey – You're just missing a zero.

N. Shanley – Yup. It's a duplicate of 2191-220-314-003, appears to be.

S. Bailey – But that's the number that you're looking at.

N. Shanley – Well, it appears in two... Oh, you know what happened? No. Well, does it appear in two places on these sheets?

S. Bailey – It can't.

B. Winter – Look at page one.

S. Bailey – It'd have to be a different number.

N. Shanley – It's also on page one. So if you go to page one here, 2191-190-314-000.

S. Bailey – Okay, Tax Collection Fees. Okay, that's a difference. Tax Collection Fees is what, when we get our approp...our funds,

N. Shanley – Okay.

S. Bailey – They have fees that we have to pay on that. That comes out of Tax Collection Fees. Out of the Assessments, that comes from the assessments on the property. We, and I have that in the office right now that I received from Treasurer Burke, John Burke sent me the assessments and in the assessments, it shows what properties, and that comes out of this line item here.

N. Shanley – So the money's coming from two different funding streams if you will.

S. Bailey – Yes.

N. Shanley – One is based on assessments?

S. Bailey – This is not a funding one here. We have to pay that. That's our assessment of the property.

N. Shanley – Right. Okay. Assessment of our property.

S. Bailey – Our property.

N. Shanley – Okay. Got it. And the other one would be the opposite, it's what we pay for them to collect the funds that they give us.

S. Bailey – That's right.

N. Shanley – Okay.

S. Bailey – Okay?

N. Shanley- Got it. So, let me go back to that.

L. Bowers – (beep from phone) I’m sorry, I have to do this. I apologize. My mother’s ill.

N. Shanley – So, it was \$2108.33 last year. Should we bump that up to twenty-five? Going back to page three now.

S. Bailey – On the assessments?

N. Shanley – Um-hum.

S. Bailey – Until I go through the assessments I don’t know how much we’re going to have out of that. From what I’ve seen of the assessments that have come in so far, it’s been for, like our cemeteries and so forth, which won’t come out of the fire.

N. Shanley – Right. But we’ll have something obviously.

S. Bailey – Possibly.

N. Shanley – Okay. Well last year we had \$2,100.00 here. So is it safe to assume that we’d have at least that much again?

S. Bailey – Possibly.

N. Shanley – So, \$2,500.00?

S. Bailey – In 2009 though, we didn’t spend anything, so there was, nothing came in against the properties. They didn’t assess us for anything.

N. Shanley – Yup. Well, which is why it was highlighted because we just didn’t really know. Should we zero it out?

S. Bailey – I would put probably about \$500.00 in there just to be on the safe side.

N. Shanley – Okay. Okay. Fair Ground Rental - \$200.00. Auction Commission – not proposing anything for this year.

S. Bailey – No.

N. Shanley – Building Maintenance #1 - \$5,000.00. Building Maintenance for #2 - \$5,000.00.

S. Bailey – Now you have roof on there. You want just for the roof and nothing else for building maintenance on Fire Station 2?

L. Bowers – Maybe that was just your note.

J. Hall – Yeah.

L. Bowers – Was that a mental note? I don't think you want to limit it for just a roof.

N. Shanley – I think that was, yeah, no, I think that was based on our, yeah...

B. Winter – That was just for discussion purposes only to let you guys know that we are going to have a roof repair down there this year.

N. Shanley – Yup.

S. Bailey – Okay.

B. Winter – It's in pretty bad shape, so. But we figured the \$5,000.00 is going to cover that. It's just in one area.

L. Bowers – There's nothing else you need?

S. Bailey – But you need...

B. Winter – Well, there's additional maintenance, but just letting you know that there's going to be a roof repair in the spring sometime. That's just a note.

N. Shanley – But the \$5,000.00 you're anticipating will cover that roof repair and other stuff too.

B. Winter – And other maintenance items, yes.

S. Bailey – And other maintenance too?

B. Winter – That's correct, yeah.

S. Bailey – Okay.

N. Shanley – Okay, the next line item is Improvement and Maintenance of Sites – Station 2 and...

L. Bowers – How is that different from the previous line?

N. Shanley – I think one is maintenance, one is improvement.

L. Bowers – Well it says Improvement and Maintenance ...

N. Shanley – One is building, the other one is site.

L. Bowers – Well it says Improvement and Maintenance.

N. Shanley – Right. So if you look and see that they're talking about the parking lot that's really not the building, so I think the thinking, the line of thinking was that it's a site kind of a thing.

L. Bowers – Got it. Okay. Got it.

N. Shanley – Alright. And that is pending, because...

L. Bowers – But, then it says underneath it Secure Office for Chief and Assistant Chief, which again is back to the building. So, I'm just saying.

N. Shanley – Well, that, again that was just discussion. Is improving the office, is that improvement or is that maintenance, versus fixing a leak? It's the semantics.

S. Bailey – It's improvement.

N. Shanley – Yeah.

L. Bowers – Why can't we just put it all under one, one umbrella? I mean, it seems like we have, we're back to two redundant accounts again. It doesn't matter to me, it doesn't ...

N. Shanley – It seems, I don't know, I see a distinction, but...

L. Bowers – Okay, that's fine.

N. Shanley – I mean, maintenance on the building is maintenance on the building and improvements are improvements. Yeah? I mean it's up to you guys, it's your department.

J. Hall – Yeah, that's ...

N. Shanley – Okay.

S. Bailey – You want separate line items for each of those that you have in red then?

L. Bowers – Just thought it would be easier, that's all.

J. Hall – I don't, yeah, I think so.

L. Bowers – Doesn't matter to me. I just thought it'd be easier to have one, but it doesn't matter.

S. Bailey – Lynda? What are you...

N. Shanley – Do you, well...

S. Bailey – what figures are you gonna put in then on that?

N. Shanley – They're pending. Right? Except for security system.

S. Bailey – We can't put pending in the system though. I have to have a figure.

N. Shanley – No, but before we do the final, they're gonna come back. Just like we have with some other things we're looking into. You know, before this is final they'll get the hard figures.

S. Bailey – Okay.

L. Bowers – We'll have, we're gonna need to have finals by our last appropriation meeting

N. Shanley – Yup.

L. Bowers – to give to Shirley, so.

N. Shanley – Yup.

S. Bailey – Okay.

N. Shanley – Do you really want line items for the security system? Because once you buy it...

J. Hall – Correct. But actually that can go back into an improvement.

N. Shanley – You want to just lump it all under improvements?

J. Hall – Yes.

N. Shanley – I think that makes sense because you're gonna end up creating a line item for something that's going to be this year only.

J. Hall – Correct.

N. Shanley – Right. Okay. Improvement of Site – Station 1 – really these can be lumped together, am I right? We're talking about a security system for Station 1 plus \$3,000.00 for just general improvements.

L. Bowers – Just put one line item at ten.

N. Shanley – Right. Um-hum. Okay. Machinery, Equipment, & Furniture – Station 2 - \$2,500.00, that's a reduction of \$6,000.00. Machinery, Equipment & Furniture – Station 1 - \$1,500.00, a reduction of \$7,000.00. Then we have some new line items. Fire Station Replacement Project Needs Assessment - \$25,000.00. Here we're talking about the agenda item for tomorrow from R. P. Hughes. Then we have a different line for Property/Land Survey and Brad, you want to talk about what you're envisioning that maybe Trustee Bowers can shed some light on what she thinks that might cost?

B. Winter – Yeah, as far as a land survey, that's one thing that an architect's gonna actually need to have, you know, to know if there's water, sewer on the line, on the property, the topography of the land. If, I know there was an offer out there at one time to possibly have a

site at Chippewa Landing. That may be something that's going to need to be, you know, surveyed.

L. Bowers – Do you know which, do you know which sites you're talking about, Brad? At least the one up here. Is it the corner?

B. Winter – This one here? Yes.

L. Bowers – Cause Rich Wilson did that survey.

B. Winter – Oh, that is survey...so we actually have a survey of that plot, so...

L. Bowers – That survey is, that was done, Rich still has it and he's still around, so.

B. Winter – Okay.

L. Bowers – And my understanding is the one in Chip has been done as well. That's not to say they might not need some different elevations and as I understand it that site in Chip might change or expand anyway, if you even go there. So I'd budget at least something.

B. Winter – Right.

N. Shanley - \$2,000.00?

B. Winter – What would be reasonable for something like that, that was basically our question, is...

L. Bowers – Survey's gonna run five grand easy.

N. Shanley – Okay.

L. Bowers – At least.

N. Shanley – So \$5,000.00?

L. Bowers – Yeah, I would think.

N. Shanley – What do you think we should put it?

L. Bowers – I'd say \$5,000.00 is a fair number.

N. Shanley – Okay. Okay.

S. Bailey – Question. Under, you have this under the Machinery, Equipment and Furniture. If I make up a line item I can't put it there.

N. Shanley – Where ever you need for it to go. I think, I don't think anyone has a strong feeling about where you put it.

S. Bailey – Okay.

N. Shanley – Just wherever you need to put it.

S. Bailey – Well, I want to make sure they know...

N. Shanley – Yeah.

S. Bailey – Where it's at because it can't go into that section.

N. Shanley – Right.

B. Winter – That's where it came up in discussion.

N. Shanley – Yup. It happened at that moment.

L. Bowers – Well, wouldn't property land survey go into Improvement of Sites and then you just add the amount there?

S. Bailey – You have down it's a Fire Station Replacement Project. That would have to go under the Capital Outlay.

L. Bowers – Okay.

N. Shanley – Okay.

L. Bowers – That's fine.

N. Shanley – Okay. So, Capital Outlay, then that would change then. We no longer need for that to read 2010 Sutphen Fire Pumper because we've already paid that, right?

S. Bailey – Right.

N. Shanley – So now it would be...

S. Bailey – It's at zero.

N. Shanley – Okay. So if, are you saying that we're going to move the Fire Station Replacement Project down to that line item?

S. Bailey – Not, well, it will be...

L. Bowers – Into that set of codes.

S. Bailey – The last four digits would be different. But it would have to be in the 790...

N. Shanley – In the 790?

S. Bailey – 760-790 because of

L. Bowers – It'll just move to that set of codes.

N. Shanley – Okay. Okay. So the pumper line will still be zero. Financing Uses – EMA - \$2,000.00. This is what you were talking about Lynda with the fee...

L. Bowers – Actually, no, I thought Financing Uses – EMA – that's TROT. That's your Tactical Rescue Operations Team and you get billed on that intermittently. I don't think we had anything in 2009, did we, Brad? Do you...

N. Shanley – uh-uh.

L. Bowers – I don't think so.

B. Winter – I don't remember, recall seeing anything...

L. Bowers – Yeah, we get, we get a TROT bill occasionally. I'm not sure what that billing cycle is. EMA I guess could go in there as well. The difficulty on emerge...and let's talk about this. The difficulty on EMA is that every township, city and village gets billed for, I think the formula's 48% of the cost and the Commissioners pick up 52% of the costs, that ratios probably pretty close. And we get billed proportionally based on our percentage of the population and that's based on the 2000 census. So next year's bill is probably gonna change significantly. But that's for Emergency Management Services, which typically most people consider our Fire and Rescue, but they're really not.

N. Shanley – Um-hum.

L. Bowers – It's really a township membership...

N. Shanley – Right.

L. Bowers – to that, to have that service, similar to Planning Services. Planning Services is not a zoning fee, it's a general fee, so, a couple years ago we started putting that in General Fund and it's all coming out of General Fund. As far as I know it's still coming out of General Fund.

N. Shanley – So do we need to budget \$2,000.00 here or not. We didn't use it at all last year.

L. Bowers – And I, but we do have to budget for TROT and I don't know what that bill is likely to run or when it's going to run because that's also calculated on a formula and it's based on what the expense is. And I don't think we've had an expense for awhile.

N. Shanley – So leave it at \$2,000.00?

L. Bowers – Yeah, I would.

N. Shanley – Just in case? Okay.

L. Bowers – Just to have a place to go for it.

N. Shanley – Okay.

L. Bowers – I can do some investigation and find out what we should anticipate. I, I don't really know off the top of my head.

N. Shanley – VFIS Insurance – that would be OTARMA now, right? Is that correct? Cause we don't have VFIS anymore.

S. Bailey – No, we don't.

N. Shanley – Okay. But, let see, we had zero last year and we spent zero. So should we zero that out, I mean, why do we even, do we know why we have it?

S. Bailey – Well you had it for VFIS.

N. Shanley – It was zero.

S. Bailey – You had switched to OTARMA.

N. Shanley – OTARMA, right. But I'm not seeing OTARMA here.

S. Bailey – Let's see. Cause the OTARMA would be your property and liability insurance.

N. Shanley – Um-hum.

S. Bailey – It's just not marked OTARMA.

L. Bowers – So we need to zero this one out.

N. Shanley – So just zero it out. Okay. Is that correct?

S. Bailey – Yeah, you might as well.

N. Shanley – Zero it out? Okay.

S. Bailey – In fact, I think I removed it from the system.

N. Shanley – Okay. LifeForce Billing – that's projected to go up, right?

S. Bailey – Oh yeah.

N. Shanley – Yup. So, \$6,000.00 is what...

B. Winter – Is that going to be enough to cover a year?

S. Bailey – It might. It's hard to say because we've been getting in quite a few checks and of course they take 8% of it for their collection fees, so.

N. Shanley – So, similar to the question I asked about the uniforms, you know, we collect the money, when that...

S. Bailey – Right.

N. Shanley – we pay them their commission, but that goes into this fund, in General, right? What we collect?

S. Bailey – What we collect comes into Revenue.

N. Shanley – Right. Revenue for Fire.

S. Bailey – Right.

N. Shanley – Specifically for Fire.

S. Bailey – Yes.

N. Shanley – Okay.

S. Bailey – But it, it's not, it's for EMS only.

N. Shanley – Uh-hum. Right. Right.

S. Bailey – Okay.

N. Shanley – So, do we think \$6,000.00 is enough or should we be cautious and go higher?

S. Bailey – I would be cautious and go higher because we've been getting in some...

L. Bowers – Those collections are coming in good.

S. Bailey – We've been getting in some good money. We've been averaging about, I'd say, \$2,500 a week.

N. Shanley – Wow. So \$8,000.00?

J. Hall – And our runs are significantly higher.

S. Bailey – Yes.

J. Hall – So far than last year even, so.

S. Bailey – Yeah, you're up there and we're gonna be getting more of that in because your runs are up higher.

N. Shanley – So the figure last year was with one quarter under the soft-billing, right? Roughly?

(Comment from Chief Hall unheard, not at mic.)

S. Bailey – Right.

N. Shanley – That was strictly non-resident?

S. Bailey – Right. Yes. With the soft-billing, it is really increased.

N. Shanley – Okay. So basically we are more than doubling it from last year. But we really expect it to be higher than that?

L. Bowers – I would think.

N. Shanley – Okay.

L. Bowers – Based on the return that we're getting now.

S. Bailey – Yeah.

N. Shanley – Okay. So we need a figure.

S. Bailey – Cause just in the last half of the year we brought in more than double than what we did in the first half of the year.

N. Shanley – Okay.

S. Bailey – So.

N. Shanley – Well, \$10,000.00? We need to come up with a number somehow.

L. Bowers – I think ten is safe and if we have to relook, we can relook.

N. Shanley – Okay.

S. Bailey – Right.

L. Bowers – That's just one of those things. That's why you have Budget Stabilization.

N. Shanley – Yup.

L. Bowers – Move things around.

N. Shanley – Grant Matching Fund. We had \$5,000.00 appropriated last year. We spent \$400.00. We're leaving it the same. Everybody okay with that?

L. Bowers – Nanci, before we flip off of this page...

N. Shanley – Yeah.

L. Bowers – I want to go back to New Building and Renovation.

N. Shanley – New Building and Renovation.

L. Bowers – And I should have addressed it when you said it. Financing Uses – New Building and Renovation. We must continue to demonstrate that those funds are being collected...

N. Shanley – Yes.

L. Bowers – for necessary reasons, so.

N. Shanley – Yes. I'm sorry, I didn't mean to skip over that.

L. Bowers – So, yeah, what are we gonna doing there?

N. Shanley – And I did skip over two lines. I think we need to leave that the same or high... as much as we can afford to based on what we're

L. Bowers – I think

N. Shanley – We arrived at that number somehow before.

L. Bowers – Yeah, I think...

S. Bailey – That figure is from...

L. Bowers – That's our investment.

S. Bailey – It was a million...

N. Shanley – Yup.

L. Bowers – Yeah.

S. Bailey – But you had to take out Three Sixty-three for the fire truck.

N. Shanley – Right.

L. Bowers – I think what we need to do is

S. Bailey – Which brought that down.

L. Bowers - wait until we get to the end and see what our...

N. Shanley – and we plug in

L. Bowers – see what the reasonable investment amount is

N. Shanley – Right.

L. Bowers – And then kick that in there.

N. Shanley – Right.

L. Bowers – Otherwise we run a risk of ...

N. Shanley – Right. And I'm sorry, I didn't

L. Bowers – not being about to continue.

N. Shanley – Thank you for pointing that out. I didn't mean to skip that.

L. Bowers – That's alright.

N. Shanley – No, I know we need to show that every year. Financing Use, and I also skipped over Financing Uses – Computer Support Fire. That's zeroing out.

L. Bowers – What are you going to cover that with?

B. Winter – The computer support for Fire was Fire Programs, but if you flip back to page two and look where KGC is at...

L. Bowers – You're covering it all under that?

N. Shanley – Yup.

S. Bailey – You're putting it all...

B. Winter – Put it all into that area and that would cover all computers and software support, just in that one area.

S. Bailey – Okay. Well, I had a bill for Fire...

N. Shanley – Programs?

S. Bailey – Fire Programs that I just put in today and I used Computer Support – Fire. So you already have something coming out of that line.

L. Bowers – Should you no longer be being billed for that, Brad?

S. Bailey – Oh yes, if...

L. Bowers – You want to flip it all into...

N. Shanley – They just want to, yeah, they just want to move it under one line item.

L. Bowers – Do you remember what it was, cause we're going to have to put at least that much in there? Was it less than \$500.00?

S. Bailey – I went through so many bills today, I can't tell you what it was.

N. Shanley – Can we circle it and plug in the number for that particular bill and then anything else in the future could go against the other line item?

S. Bailey – Right.

N. Shanley – Can we do that?

L. Bowers – Yeah.

N. Shanley – Okay.

L. Bowers – Yeah. That'd be a good way to handle it.

N. Shanley – Okay. We're on page, last page. Other Financing Uses – Fire / EMS – Miscellaneous. That's another yellow because, trying to understand what that is.

S. Bailey – These were set up by Jim Sheppard, so, he had a reason for it.

N. Shanley – Well, \$5,445.00 were used last year.

S. Bailey – And I can pull those to find out exactly what I used, billed them against, but it had to have been something that I did not have a line item for.

N. Shanley – Okay. Can we take a look at that and then revisit it? Is it helpful, Shirley, if Jeff or Brad, if a bill comes in, if they tell you...

S. Bailey – Where they want it to go?

N. Shanley – Yes.

S. Bailey – Yeah.

N. Shanley – Okay.

S. Bailey – Oh, yes.

N. Shanley – Yes. Okay.

S. Bailey – Yeah, that'd be very helpful.

N. Shanley – Okay. Cause we were talking about that yesterday and I think that would keep...

J. Hall - ...I would do it once we get this...

N. Shanley – Yeah, and then we have really accurate idea of where, okay.

S. Bailey – I know where they want to put it then.

N. Shanley – Okay.

S. Bailey – Which is good.

N. Shanley – Great. So, okay. So we're going to revisit that figure, correct? Based on ... okay.

S. Bailey – And First Federal Credit Control, that is a collection agency.

N. Shanley – For the ambulance billing?

S. Bailey – Uh-hum.

N. Shanley – They didn't use much of it last year.

S. Bailey – We don't use it that much, but when LifeForce gets to a point where they find that it's non-collectable and they turn it over to a credit agency, collection agency, it's Federal Credit Control.

N. Shanley – And do we pay them a percentage of what they collect or do we pay them up front or, what? How does that work?

S. Bailey – They send me a bill as to how much they're going to be charging us cause they charge us so much and they charge LifeForce so much.

N. Shanley – Okay. And is it based on money brought in, money received, or just to handle it?

S. Bailey – To handle it because of the services that they have to go through to try to collect.

N. Shanley – Okay. So if we don't get the money it's...okay.

S. Bailey – Right.

N. Shanley – So, based on the fact that we have more bills that we're going to be sending, should we be revisiting this? Certainly seems like it should be more than \$100 based on that.

S. Bailey – Yeah, it might be going up.

N. Shanley – Okay. Last year we budgeted \$500. Should we go back to \$500 just to be safe? Okay. Okay. Comprehensive Plan - \$2,000.00 were appropriated last year. I don't think

anything was, no, I'm sorry. Yeah, \$2,000.00 were appropriated, \$2,000.00 remain unencumbered, we spent nothing from that line.

S. Bailey – Right.

L. Bowers – A proportionate share of the final billing should probably come out though.

S. Bailey – Once we get a final billing.

L. Bowers – Yeah.

N. Shanley – So, let's say that the bill is...

L. Bowers - \$1,500.00 I think we need to appropriate.

N. Shanley – The bill from the county was originally going to be what, \$7,500.00 ceiling? Do we expect that it's going to be that? They haven't come back with anything different, right?

S. Bailey – I thought they were going up to eight.

L. Bowers – Yeah, it was going higher.

D. Butler – It's going to be higher.

S. Bailey – Going to be higher. Okay.

D. Butler – Many more months and

L. Bowers – Yeah, they told us how much. I'd say \$1,500.00 is fair in there.

N. Shanley – Okay.

L. Bowers – Because that would be Fire & Rescue's proportionate share.

N. Shanley – Okay.

L. Bowers – Shouldn't be much more than that.

D. Butler – How much?

L. Bowers – I'd say about \$1500's probably fair.

N. Shanley – Okay. Real Estate Tax. That's another one where we were unsure as to what that was. Last year \$4,000.00 was appropriated, nothing was used.

S. Bailey – We haven't had anything on Real Estate Tax.

N. Shanley – So should we leave it at zero then?

S. Bailey – I would.

N. Shanley – Okay. Lightning Strike Replacements.

S. Bailey – That should be zero because that should be done.

N. Shanley – Okay. Lightning Strike – zero. We had \$4,600.00 in the 2009 appropriations.

S. Bailey – And, again, we don't need that one. And the flood damage too, should be at zero.

N. Shanley – If we had another lightning strike, would we then just have to appropriate accordingly later on?

S. Bailey – Yeah. I can reinstate this.

N. Shanley – Okay.

S. Bailey – There's no probably in reinstating it.

N. Shanley – Okay. So zero and zero for flood.

S. Bailey – Right.

N. Shanley – So, we have a few things pending. Some of which Brad and Jeff need to work on, the parking lot, and then we need some detail on some of these other ones from Shirley.

J. Turpin – Back on the small tools, you said Miscellaneous Equipment for the new engine - \$20,000.00. You talked about the turnout gear and SPBA, but there were no prices. Were there supposed to be any?

N. Shanley – Oh, yes. They're here in the spreadsheet. The Turn-out Gear Replacement Program is a five, it's five sets per year on an ongoing program. That's a \$10,000.00 appropriation. The Breathing Apparatus Replacement Program, that's a four year program, for this year it would be \$30,000.00. And did, did we, did we give you the figure for 101-3 equipment? \$20,000.00.

J. Turpin – Yes.

N. Shanley – Okay.

L. Bowers – You done with...

N. Shanley – Yup.

J. Hall – Page four at the bottom, Nanci.

N. Shanley – Yup.

J. Hall – In red.

N. Shanley – Oh, yes.

J. Hall – Talk about that?

N. Shanley – Thank you.

J. Hall – On, very last item on page four, and again we just put this down for discussion, whether it's Capital Outlay, we, we put it down as that because that's what the Sutphen Engine said. But we were wondering, with the soft-billing money that comes in, if we can create a line item for the purchase of a new ambulance when it gets to that point with that billing money?

N. Shanley – You're talking about like a set aside, setting aside, tracking that and setting it aside?

J. Hall – Correct.

N. Shanley – For that specific purc...

L. Bowers – Going in a Capital Account.

J. Hall – Yes. Correct.

N. Shanley – Can we do that?

L. Bowers – Yeah, we can...

S. Bailey – I can, in the revenue, I can put a line item for the revenue.

L. Bowers – It's not an appropriation, it's a recording mechanism.

N. Shanley – Right. Right.

J. Hall – Okay.

L. Bowers – Can I make some comments about, and you can sit down if you want. Take a minute. Brad and Jeff, I just want to say welcome back. We did a, we did a budgeting process a few years ago that was a pleasure to do and this is just like that one. A little while ago Nanci had told me what a nice job you guys had done and I said they always do and she thought that was a little dismissive and I had to explain that I've been here with you guys before, I expected it. So I appreciate it. The only other thing that I wanted to say to you is, especially looking at these numbers, and I know we've got to fill in some more so the, the bottom line on this is low, and these are actually anticipated expenditures, they're not, they're not things that we're setting aside that we're probably not going to spend. And that's a little concerning. Not that it's not necessary, I certainly understand that and I, and I think they're accurate figures, but if you'll remember awhile back we did a five year projection and that five years was 2009, and that five year projection we did back then actually brought us in showing our expenses for 2009 should

have been quite a bit less. I took out the vehicle that we purchased so that projection was a little off. And the reason that that's concerning is if you go back and look at 2006 and compare it to 2009 we've almost doubled in actual expenses. That's a lot. So, and it's not a complaint, it's just our reality. So we need to look at that. And that soft-billing was a way to offset some of that reimbursement and now we're talking about the need to set that aside too. Couple of things I would suggest that we do. First of all, our revenues are up so that's a good thing, so I think that's going to offset some of that, but you had mentioned Brad, a little while back, and I think Jeff might have said something about it too about what it costs to roll an ambulance. Maybe we need to look at what those actual costs are and make sure that our billing is commensurate to what those actual costs are. Our residents don't pay any different regardless of what the actual costs are but non-residents should probably be reimbursing the township at the actual costs that it costs us to roll those. Our residents should not be subsidizing our services for people who don't live here. Is that a fair statement? It's something that we can look at and make sure we're staying pace.

B. Winter – I do know that we are billing the max that Medicare allows...

L. Bowers – Okay.

B. Winter – for the different levels of services. So, and I know that's taken care of through LifeForce. So we're billing the max that we're allowed to.

L. Bowers – That Medicare allows.

B. Winter – Yes.

L. Bowers – Okay. And it's, it's not, it's not what it actually costs us, though, is it?

B. Winter – No, I'd say it's about even.

L. Bowers – Okay. And also, I got a phone call from Mrs. Miller today. She wanted to extend her thank you for the second time and told me that you guys were wonderful and that the folks who came out on that run even came back to check and see how she was afterwards, even though she wasn't the person that it rolled for, so, that was nice to hear. Thank you. If you'll make sure that the people on that run know. Thanks. Anything else? Mr. Butler, do you have anything?

D. Butler – I thought we decided that the soft-billing for the new rescue squad was gonna...

L. Bowers – I'm sorry?

D. Butler – What did we decide on that last item?

L. Bowers – Shirley said she could do a reporting on the revenue.

N. Shanley – She can track, she can track it.

D. Butler – Okay.

L. Bowers – Was there something else you wanted done? Okay. Do you have anything else?

D. Butler – Nope.

L. Bowers – Mrs. Shanley?

N. Shanley – Nothing.

L. Bowers – I want to ask Mrs. Shanley and Mr. Butler, do you anticipate a short executive session tomorrow night as well on hiring or, or not? Just so I can make sure the agenda's right.

D. Butler – I'd say no.

N. Shanley – I don't anticipate needing one.

L. Bowers – That's fine with me. Okay. Then it is 8:29 and we're adjourned.

Meeting adjourned at 8:29 p.m.

Approved: _____

Donald Butler, Trustee

Lynda Bowers, Trustee

Nanci Shanley, Trustee

Shirley Bailey, Fiscal Officer