

Special Meeting October 18, 2024

The Special Meeting of the Washington Township Board of Supervisors was held on October 18, 2024, at 9:00 am in the Municipal Meeting Room. The meeting format and agenda were posted on the Township website and the Administrative Building door.

CALL TO ORDER: Chairman Smith called the meeting to order at 9:09 am. In addition to Chairman Smith, Vice Chair Tolino and Supervisor Huratiak were present. Also present: Bookkeeper Lisa Shetler, Police Chief James Krome, and Secretary/Treasurer Sharon Cifuentes. There were zero (0) people in the audience.

PLEDGE OF ALLEGIANCE: Recited.

PUBLIC COMMENT:

None

BOARD OF SUPERVISORS: Robert Smith

1) 2024 Budget

Secretary/Treasurer, Sharon Cifuentes, reviewed the layout of the draft budget document dated 10/15/24. The draft budget contained four (4) years of historical data and actual YTD data for 2024 through October 15, 2024. The initial framework for the 2025 Budget was also included.

The draft budget to be discussed today is a starting point and will change as we receive additional information.

Secretary /Treasurer Sharon Cifuentes reviewed the content of each of the income and expense categories in each of the 2025 draft fund budgets.

Discussion:

- Liquid Fuel Budget – discussed transferring funds to 6-month CD until used.
- Sinking Fund Budget –
Discussed interest rate being low. Suggested not transferring funds until needed.
The Board requested the following:
Increased 392.000 from \$184,500 to \$196,552 to cover sinking fund payments.
Decreased 471.006 from \$58,255 to \$48,985.
Increased 471.009 from \$14,768 to \$53,985.
Decreased 471.010 from \$34,512 to \$0.
Increased 471.011 \$24,700 to \$27,573.
Increased 471.012 from \$21,985 to \$23,302.
Added 471.013 for 2023 Ram 2500 for 27,285.
Lowered 472.006 from \$2394 to 1554.
Lowered 472.900 \$16,240 to \$9424.
Lowered 472.012 from \$5760 to \$4444.
- Recreation Fund Budget –
Discussed Nestle donation not being received. Will follow up. Bookkeeper Lisa Shetler to circulate recreation budget to Recreation Board for input.

- Garbage Fund Budget – Discussed placing funds into staggered CDs. \$250,000 into 3-month CD.
- Road Improvement Fund Budget – No activity for years. Tabled to future meeting.
- Capital Reserve Fund Budget – discussed how to earmark funds
- Detention Pond Fund Budget – Discussed determining if we are required to escrow. Will find out if these funds can be transferred to the general account as part of MS4.
- General Budget –
 - 310.000 is down \$200k YTD. Will look at historical year end deposits.
 - 321.800 Cable TV franchise fees are down – nothing received from RCN. Will investigate.
 - 354.000 discussed pending grants - \$40K for the electric sign, \$50K for the dog park, and \$56K for the police car.
 - Increased 355.140 pension state aid to \$100,000.
 - Increased Zoning hearing fees from \$2000 to \$5000
 - Increased 361.360 from \$700 to \$1000.
 - Increased 362.450 from \$15,000 to \$20,000.
 - Increased 391.101 from \$0 to \$30,000.
 - Decreased 399.000 from \$197,138 to \$0.
 - Decreased 402.310 from \$9250 to \$9000.
 - Increased 405.114 from \$50,000 to \$75,000.
 - Decreased 405.215 from \$2500 to \$1000.
 - Decreased 405.370 from \$6000 to \$3000.
 - Increased 405.360 from \$1000 to \$1200.
 - Secretary Sharon Cifuentes to project police wages to year end.
 - Decreased 410.231 from \$18,000 to 17,000.
 - Increased 410.238 from \$4000 to \$4500.
 - Decreased 410.260 from \$9000 to \$8000.
 - Secretary Sharon Cifuentes is to look at 2023 to 2024 to determine the reason for decrease.
 - Increased 410.460 \$2000 to \$2500.
 - Increased 411.542 from \$37,000 to \$37,800.
 - Decreased 414.310 from \$800 to \$7000.
 - 421.310 – Bookkeeper, Lisa Shetler to determine if the township is being properly reimbursed for Solicitor, Engineer, and SEO fees.
 - 430.300 decreased from \$500 to \$200.
 - 430.320 decreased from \$3500 to \$3000.
 - 433.001 decreased from \$8000 to \$6000.
 - 437.231 decreased from \$20,000 to \$15,000.
 - 437.260 decreased from \$5500 to \$5000.
 - 437.374 decreased from \$5000 to \$3500.
 - Secretary Sharon Cifuentes to calculate road department wages based on contract.
 - 438.192 decreased from \$100 to \$0.
 - 438.245 – Bookkeeper, Lisa Shetler to pull report on road maintenance purchases.

439.001 increased from \$250,000 to \$350,000.
440.310 decreased from \$30,000 to \$15,000.
442.360 – petition MetEd for LED lights.
483.160 increased from \$20,536 to \$25,000.
485.162 increased from \$10,900 to \$15,000.
486.156 amount to be determined based on selected health care plan. 487.164 decreased
from \$7000 to \$5500

ADJOURNMENT:

**Chairman Smith moved, and Vice Chairman Tolino seconded to adjourn the meeting at
12:35 pm.**

Public Comment: None

Vote 3 – 0

Respectfully submitted,

Sharon Cifuentes
Township Secretary/Treasurer