

The November 23, 2009 budget hearing of the Delhi Township Board of Trustees was called to order at 5:30 p.m. by President Michael D. Davis. Trustees Albert C. Duebber, Jerome F. Luebbers, Fiscal Officer Kenneth J. Ryan and Administrator Gerard G. Schroeder were present.

### Open the Meeting:

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The Board received certification from the Fiscal Officer that the rules adopted pursuant to Section 121.22 of the Ohio Revised Code had been complied with for the meeting.

### Fire Department Budget Review:

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#### **REVENUE:**

Chief Zoz reported that the actual number for 28.0281.0502 EMS SERVICE CHARGES at 11/20/09 was \$571,822. He commented that the budget number reported, \$510,000 could have an adjustment of anywhere from \$610,000 to \$625,000. He commented that all other accounts were estimates provided by the Hamilton County Auditor and the income and expenses of pending grants were included in the various accounts.

Mr. Schroeder advised that he recommended including pending grant dollars on the revenue and appropriations sides.

Trustee Luebbers recommended excluding them from the budget and making the adjustment when necessary if and when the grant was awarded.

In response to Trustee Davis' question regarding the course of action taken in the past Administrator Schroeder responded that grants were never pending in previous years during the budget planning process. He commented that the departments were applying for grants that did not require a match.

Mr. Fehr, Financial Advisory Board, stated that he had expressed some concern about including the anticipated grant dollars in the Operating budget.

Chief Zoz stated that he would revise the budget by removing the anticipated grant dollars. He reported that after the budget was constructed the department applied for an additional \$50,000 grant for protective clothing and a TIF request including a \$100,000 grant for new EKG machines for replacement in 2011/12. Both grants are non-matching.

In response to Trustee Luebbers question concerning the 10% rollback, Homestead and the 2.5% rollback Administrator Schroeder responded that the Hamilton County Auditor's office provided one generic number based on receipts from preceding years.

#### **APPROPRIATIONS:**

Chief Zoz reported on the following accounts:

10.1010.0101 - 0104 - SALARIES - are established under contract

0102 - PART TIME SALARIES - 4.4% increase - contract pending (the new contract discontinues step increases).

0205 - 0401 - BENEFITS based on a percentage of gross wages.

0600 – ADDITIONS – grant applied for the construction of a new building  
 0803 – EQUIPMENT – decreased by 41.2%  
 0901 – GASOLINE – based on \$3.50/gallon  
 0907 – FIRE PREVENTION SUPPLIES – includes a \$10,000 grant built into the total number  
 0909 – UNIFORMS – includes \$35,000 in grant request for turnout gear  
 0808 – COMMUNICATIONS EQUIPMENT – (included in the total is a \$10,000 TIF request)  
 sizeable increase due to the FCC regulation frequency change for dispatching expected in  
 the 3<sup>rd</sup> quarter 2010. The estimate will replace the notification paging system.

Fiscal Officer Ryan arrived. Chief Zoz informed him that he would remove the anticipated grant funds from the budget.

1502 – DISPATCH FEES – a 16.7% increase due to an anticipated increase in service requests and based on a \$1.25 fee increase per dispatch in each of the next three years. Mr. Schroeder reported that he and other jurisdictions have contacted Hamilton County Communications Center concerning eliminating the double dispatch charges. Chief Zoz reported that he could work with the nursing facilities to start using direct dial for emergency response. He commented that 911 generated calls were preferred from a legality standpoint because of the record keeping capability.

0913 – OFFICE SUPPLIES – a 23.1% decrease

0914 – CLEANING SUPPLIES – 11.5% increase due to the cost of a new unit.

1001 – FIRE VEHICLE REPAIRS – A 4.5% decrease – a bumper to bumper maintenance sweep and repair on two of the engines. The account also backs up the EMS Vehicle fund in the 28 accounts.

1002- REPAIRS – no increase

1008 – STATION 33 REPAIRS - \$15,000 of the total is for support and maintenance contracts.

1009 – STATION 36 REPAIRS - you will see a TIF request of \$30,000 not included in this fund for repair of the roof, gutters and HVAC system.

1403/1404 – HEALTH INSURANCE/DISABILITY – numbers reported by Margie Eichstadt.

1504 – TRAINING – number includes a \$77,000 in grant requests.

1511 – MEDICAL FEES - \$8,000 increase pending the PT contract approval.

1514 – 1528 – based on the estimate provided by the utility provider.

1537 – WORKERS' COMPENSTATION – a 45.2% increase – non-group participation increase.

Mr. Schroeder reported that we are back on group rating rates effective 2010. The 2011 premium will be based on the group premium.

1540/1541 – DTAC/DRETAC FEES - estimated by the Hamilton County Auditor.

Chief Zoz reported that the department's total budget, excluding TIF and grant requests, equals ½ of a 1% increase in appropriations. Budget totals include the following:

ALL FUNDS:	\$7,475,739
- GRANT TOTAL:	\$3,260,000 (two private grants = to \$150,000)
= BUDGET TOTAL:	\$4,205,739 (an increase of \$2,103 over 2009)

## Department of Development Services:

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Mr. Stahlheber reported on the following:

**APPROPRIATIONS:**

0301 – POSTAGE – minor increase

0504, 0508, 0512, 0513 – BENEFITS – reported by Margie Eichstadt

70, 71, 72, 73, 74, 75, 76, 77, 78 – LIGHTING DISTRICTS – typical 2% increase

Mr. Stahlheber reported that all other accounts experienced no increase.

Trustee Duebber reported that the Hamilton County Commissioner approved the Delhi Pike Thoroughfare Plan and the Engineering Consulting agreements.

In response to Trustee Duebber's question does the budget include expenses related to the development of the Delhi Pike Thoroughfare Plan Mr. Stahlheber responded that the addition of Tony Roach will afford him the time commitment to the project.

Mr. Schroeder recommended changes to the operational budgetary approval process including a greater detailing of expenses (above the operational level) and any distribution costs associated with that expense that would carry over into a five-year plan. He reported that the newest version of BUCS software included the ability to forecast five years. He asked the Board to consider approving the 2010 Operating budget before the end of the year, while asking the department heads to hold back on any discretionary spending until we are able to complete a 1<sup>st</sup> quarter review of the expenses above the operational level.

**Adjournment:**

There being no further business to come before the Board on motion of Trustee Duebber and seconded by Trustee Luebbers the meeting was adjourned. Trustees Davis, Duebber and Luebbers voted YES. Motion carried.

\_\_\_\_\_, Kenneth J. Ryan, Fiscal Officer

Approved: \_\_\_\_\_, President of Board

\_\_\_\_\_, Vice President

\_\_\_\_\_, Trustee

I hereby certify that the amounts needed to meet the above obligations have been lawfully appropriated and are in the treasury or the process of collection free from any and all obligations.

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Kenneth J. Ryan, Fiscal Officer