

BUDGET COMMISSION

August 18, 2026

The meeting was called to order at 11:30 pm. by Chairperson Hare. Trustee Port was present. Deputy Fiscal Officer Susan Skrvan-DeYoung and Board Administrator Warren Dovsek were present.

Budget Commission Board: Auditor Chuck Walder, Treasurer Chris Hitchcock, and Prosecutor Jim Flaiz.

General Budget Notes Summary 2027 Budget

- The 2027 budget was passed on July 2, 2026, with mechanical changes made on July 3, 2026.
- There was no Fiscal Officer at the conclusion/submission of the 2027 budget.
- The stated intent was to reduce the levy/levies and to back-feed the Road & Bridge fund rather than Police.
- The Budget Commission made a motion accepting the meeting minutes from May 19, May 21, and June 15, 2026, as documentation of the Township's budget intent.

Budget Requirements & Deadlines

- Required budget documents include:
 - Schedule A
 - Schedule B
 - Budget Data
- A resolution/vote was needed regarding the reduction of the levy.
- July 15, 2026: Township budget lockout.
- July 20, 2026: Budget submission deadline to the County Budget Commission.

Health Care

- Health care premium increase/requirement noted at 15%.

Miller Dodson Study / Financial Recommendations

- Reports, studies, and recommendations should be carefully reviewed rather than automatically accepted.
- Township leadership should challenge assumptions and avoid being overly reliant on Department Head recommendations.
- If a report or recommendation is accepted, it should serve as a baseline for future changes and decisions.

Fund Balances & Transfers

- Funds should not be reduced, shifted, or transferred simply to make other funds look better. Transfers should have a clear, consistent rationale based on financial trends and needs.
- Maintaining additional funds ("padding") may be appropriate when anticipating expenses such as retirements.
- Reserves may be moved to unencumbered funds when appropriate.
- Resolutions should ideally be specific to each individual matter rather than combining multiple unrelated issues.

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Current Financial Position / Goals

- Approximately \$8 million currently held in investments.
- Goal for each department/fund is approximately 30% ± 5% in carryover, reserves, and investment utilization.

Noted Revenue

- Road & Bridge: \$386,745
- Police: \$414,370

Noted Reserves

- Fund 4908: \$66,900
- Fund 4906: \$55,118

Noted Unencumbered Balances

- Fund 4905: \$388,090
- General Fund: \$239,200
- Road & Bridge: \$300,000
- Fire: \$157,000

Police Transfer / Levy

- Discussion included correcting the Police transfer overfunding and moving amounts to reserves (\$149,151 and \$252,000 were referenced).
- Prosecutor Flaiz expressed intent to make a motion to reduce the Police levy by approximately \$845,000.
- A warning was given that additional/further levy reductions may be necessary in the future.

Current Status

- The matter was tabled until Tuesday, August 25, 2026, at 1:00 PM.

Mr. Hare made the motion to adjourn. Ms. Port seconded the motion, and it passed.

The meeting was adjourned at 12:45 pm.

Christopher Hare, Chair

Fiscal Officer

Recorded by: W. Dovsek