

TOWN HALL

June 12, 2024

The meeting was called to order at 9:00 a.m. by Chairperson Port. Trustees Rambo and Mueller were present. The Board Administrator Melissa Palmer and Fiscal Officer Karen Walder were present.

The following Department Head was present: Zoning Inspector Shane Wrench.

The Pledge of Allegiance was said.

ZONING

Mrs. Walder stated that fees are directed to the 2181 fund and portions for the expenses are paid from there. Mrs. Walder stated that \$7,500 is estimated for 2025 Zoning fees and asked Mr. Wrench if that was a reasonable amount and he said yes. Mr. Rambo asked if the Zoning fees should be raised, and Mr. Wrench indicated they haven't been raised since 2016. Mr. Rambo asked Mr. Wrench to reach out to surrounding communities to see what their fees are so the Board can consider raising the fees. Mr. Wrench stated he got the pricing for iWorks subscription, which is \$4,500 and Mrs. Walder stated that she will make sure she adds that to the budget. Ms. Port asked about iPads for Zoning Commission and Board of Zoning Appeals and Mr. Wrench stated that everything is fine for them, but he will probably be needing a new iPad in the next year or two. Mrs. Walder stated that there are no capital expenses for Zoning. Mr. Rambo asked Mr. Wrench about the Honda truck, and Mr. Wrench stated that still runs well and has no issues.

Ms. Port stated that the Board would like to make a change in the salary schedule to add an 8-year tier and asked Mrs. Walder to prepare an updated salary schedule for future action by the Board.

FACILITIES

Bob Hall Field: There is \$30,000 budgeted for 2026 for backstop replacement. Mr. Rambo suggested not replacing it until West Geauga Baseball Federation recommends it needs to be done. Mrs. Palmer suggests talking to West Geauga Baseball Federation first and seeing if they can come up with funds. The Board agrees to take the \$30,000 out of the budget.

Town Hall: Nothing is budgeted for 2025. There are projects budgeted for 2026 and Board agrees to leave the money there and will discuss next year what should be done once they know what the needs are for the Town Hall.

Board agrees to budget \$45,000 for 2025 for the Town Hall study if it's not completed this year.

Administration: A new roof and gutters are budgeted for 2025 and Mr. Wrench has gotten an estimate of \$36,000 to do those. New siding, soffits and fascia are budgeted for 2026 with an estimate of \$56,000. Discussed the replacement of four exterior glass doors and replacement of one of the heat pump compressors for 2025.

Cemetery: No changes to what are budgeted for 2026. Mrs. Walder noted that no funding has been included in the budget for cemetery drainage remediation.

Community Building: Trustees discussed what they should budget for in the coming years. Added \$30,000 for landscaping in 2025 and \$10,000 for each additional year. Adding \$50,000 for 2025 for any additional furnishings or upfitting that needs to be done.

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GENERAL FUND

Mrs. Walder stated that last year the Board rescinded Reserve Fund 4904 to put those funds towards the Community Building. She would like to reestablish the reserve fund if funds are available. Stated that she has not budgeted anything under the Opioid fund because no projects have been submitted. ARPA funds have all been spent.

Mrs. Walder stated that sources of revenue come from inside millage, any fines and local government funds. Stated in the past the Township received payments in lieu of taxes from Laurel School but did not receive payment in 2023 and 2024.

Mrs. Walder is trying to meet with them to discuss. Mrs. Walder stated that she budgeted \$7,500 under Rental & Leases as an estimate for revenue coming in from the Community Building and the Board agreed with this figure.

511 Park Board submitted their proposed budget and a funding request for \$3,500 for 2025, to which the Trustees agreed.

Mrs. Walder stated that while the budget does reflect the increased inside millage due to the property revaluation, the Trustees should consider how this unvoted increase will be used. Returning a portion to the taxpayers, using it to address the shortfall in the Police Dept's recommended cash reserve, funding a new Reserve Fund, or using it for additional paving were all suggested. This led into a discussion on where to allocate funds in excess of the General Fund's recommended cash reserve, and the Trustees advised Mrs. Walder to put any excess general fund money towards the Road Department's paving projects.

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

The meeting was adjourned at 11:04 am.

Kristina Port, Chair

Karen Walder, Fiscal Officer

Recorded by: J. Ezzone