

Township of Greenbush
Township Board
Special Meeting Minutes
February 27, 2019

1. Call to Order

- a. Supervisor Major called to the order the special meeting of the Greenbush Township Board of Trustees (Board) at 5:17 pm on February 27, 2019 at the Greenbush Township Hall. Supervisor Major led the Pledge of Allegiance.

2. Roll Call

- a. Clerk Dailey conducted a roll call. The following were present: Supervisor Major, Clerk Dailey, Treasurer Dailey, Trustee Parent, and Trustee Scott. Quorum present. Fire Chief Steve Franks was also present.

3. Agenda

- a. The purpose for the special meeting was a budget workshop to review the General Fund and Fire Fund budgets for Fiscal Year (FY) 2019-20 and any other business that may come before the Board. The agenda was revised to include Zoning Administrator Compensation (6a), Compensation Review (6b), and Auditor (6c) in addition to review of budgets for General and Fire Funds for FY 2019-2020 (6d).

Motion by Clerk Dailey, seconded by Trustee Scott to accept the agenda as revised. Motion carried.

4. Approval of minutes from last meeting

- a. NA

5. Public Comment

- a. The first public comment period was opened at 5:25 pm, and there were no public comments. The first public comment period was closed at 5:25 pm.

6. New Business

- a. Zoning Administrator Compensation. The board agreed that it was appropriate to simplify the Zoning Administrator compensation by paying a monthly salary and mileage. The board also agreed that the Zoning Administrator will be accountable to the Board with respect to mileage and an effort should be made to schedule trips together in an effort to reduce total mileage.
- b. Compensation Review. The Board agreed that the compensation for a full day meeting should be increased to \$70 (previously \$65). Additionally, the Board agreed that there would be no compensation change for elected officials.

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- c. Auditor. The Board agreed to use the highest quote received for the purpose of budgeting for FY 2019-2020. Additionally, Trustee Scott to gather information and quotes from multiple auditors in order to select one for the Township.
- d. Township General Fund and Fire Fund budgets for FY 2019-20. The Fire Fund budget for FY 2019-20 was reviewed with Chief Franks and balanced with proposed revenues equal to proposed expenditures at \$50,375. The General Fund budget for FY 2019-20 was reviewed. Proposed revenues of \$222,322.23 were compared to proposed expenditures and the budget was revised in an attempt to balance. The Treasurer will update the proposed FY 2019-20 budget based on the workshop and revisions made and forward to the Board via email to review February 28, 2019 in advance of the next scheduled special meeting. If the revisions made at this meeting balance revenues with expenditures (\$222,322.23) for the General Fund the special meeting scheduled for February 28, 2019 will be cancelled.

7. Unfinished Business

- a. NA

8. Public Comment

- a. The second public comment period was opened at 11:31 pm, and there were no public comments. The second public comment period was closed at 11:31 pm.

9. Adjournment

- a. There being no further business to conduct, Supervisor Major adjourned the meeting at 11:31 pm.

Minutes prepared by Supervisor Major on February 28, 2019. Minutes approved February 28, 2019.