**NEW WHITELAND TOWN COUNCIL**

**September 14, 2016**

**2017 Budget Work Session**

**MEETING MINUTES**

Town Council President John Perrin opened the meeting at 4:30 p.m. Council members present were John Perrin, John Schilawski, Mike Rogier, Frank Vaughn and Scott Alspach. Also present were Clerk-Treasurer Maribeth Alspach, Fire Chief Derek Wilson, Police Chief Joe Rynerson and Public Works Superintendent Wendell Johnson.

**FIRE DEPARTMENT**

Fire Chief Wilson is present to answer any questions on the budget that he has submitted.

Councilman Schilawski asks about the large increase in line item 126 Paid Standby. Wilson is asking for a $2 / hour increase in salaries and states that the hourly rate has not been increased since 2003. Council states this is a 25% increase – suggest considering a $1 / hour raise on January 1st with the second dollar to possibly be added in the second half of the year if the funds are available.

Line item 252 Fire Prevention Education has doubled, council asks for an explanation. Chief Wilson is planning to purchase a public education canopy or awning to take when they set up an informational booth at various events. This is a one-time expense, not an annual increase.

Wilson has budgeted $25,000 in the 400’s to replace the 2005 Explorer.

Discussion about replacement radios follows. Wilson has not budgeted for radios as he had applied for a grant that has since been denied. Council asks estimated cost of the radio and Wilson states around $116,000.00 if every radio they currently have is replaced. Wilson is proposing 1 radio for every seat in each of the fire department vehicles plus 6 mobile radios for the line officers and at least 1 radio for the station bringing the total to 25 radios. Council asks how many firefighters respond to a call on average. Average is 3.5. Suggestion is made to treat radios like turn out gear, they stay on station and as the firefighters grab their gear to get on the truck they grab a radio. Council states cannot buy 25 radios. Wilson states that the 6 radios for the officers could be cut. Council directs Chief Wilson Council states that if the circuit breaker report requires us to make cuts the 400’s will be cut. President Perrin states that the money budgeted for a vehicle may need to be reallocated to radios if circuit breaker cuts aren’t needed.

Fire Department 2017 Budget Request reflects an increase of 32.75% after the circuit breakers. Total 2017 budget request is $$157,985.00.

**POLICE DEPARTMENT**

Police Chief Rynerson notes that the major changes in his proposed budget are for the radios, for officer training and for the necessary equipment to start a Reserve Program. There is discussion on transferring some money within the 2016 budget to trade in the 2009 Dodge Durango and replace it with a 2017 Dodge Charger. Would also like to replace the 2010 Dodge Charger with a 2017 and move the 2010 into the Pool or Reserve Car slot.

Council directs Chief Rynerson to gather more information from the County on the compatibility of the old radios with the new to determine if we could do the replacements in phases over 2 – 4 years.

Police Department 2017 Budget Request reflects an 8.19% increase after the circuit breakers. Total 2017 Police Department budget request is $719,408.00.

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**PARKS DEPARTMENT**

PW Supt. Johnson states that he increased the line item for Contractual Services (316) to address tree removal in the West Park due to the Ash Bore. He estimates we will need to remove 5 – 10 trees a year for the next several years. Council President Perrin asks about a

tree replacement program. Johnson has not budgeted any money for replacement trees but is directed to get some pricing.

Johnson has once again budgeted $25,000 in the 400’s to purchase a new piece of playground equipment. However, this is always the first item cut because of the circuit breakers. Johnson also presents quotes to replace three (3) drinking fountains in the parks and to replace a spanning bridge on a piece of playground equipment at Country Gate Park. However these items have not been included in the proposed budget. The resurfacing of the tennis and basketball courts has not been included either. Council states that if the money is not cut from our budget again this year it may need to be used for the fountains, the spanning bridge and the tennis courts.

Parks Department 2017 Budget Request reflects a 672.13% increase after the circuit breakers. Total 2017 Parks Department budget request is $47,100.00.

**PROPERTIES DEPARTMENT**

PW Supt. states the only changes in this budget are reflected in the proposed salary increases.

Properties Department 2017 Budget Request reflects a 2.99% increase after the circuit breakers. Total 2017 Properties Department budget request is $130,338.00.

**MVH**

This budget is not part of the General Fund and has its only revenue source. The amount of money budgeted for street repairs in 2017 has been increased.

Motor Vehicle Highway Department 2017 Budget Request reflects a 7.18% increase after the circuit breakers. Total 2017 MVH Department budget request is $442,422.00.

**SANITATION**

PW Supt. Johnson has increased line item 386 for I & I Maintenance by $15,000.00. There are 2 years left on the WWTP Expansion loan and then Sanitation will be debt free. More of the money that is being spent on loan payments can then be directed toward infrastructure repair and maintenance.

Sanitation Department 2017 Budget Request reflects a 1.27% increase. Total 2017 Sanitation Department budget request is $881,148.00.

**STORM WATER**

PW Supt. Johnson states that with the exception of salaries there are no significant changes in this budget.

Storm Water Department 2017 Budget Request reflects a -0.25% decrease. Total 2017 Storm Water Department budget request is $168,649.00.

**PLAN COMMISSION**

Clerk-Treasurer Alspach presents this budget. There are minimal changes. $5,000.00 has been budgeted for 314 Professional Services to codify the Zoning Ordinance. Clerk-Treasurer Alspach plans to request transfers within the Town Administration Budget to pay

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for that work and get the codification contract signed and the work started this year. If the council approves that request this $5,000.00 can be deleted.

Plan Commission Department 2017 Budget Request reflects a -30.26% decrease after the circuit breakers. Total 2017 Plan Commission Department budget request is $43,100.00.

**TOWN ADMINISTRATION**

Clerk-Treasurer Alspach presents the budget for Town Administration and points out the following changes; no line item for 112 Town Manager, salary increases matching other department requests, no line item for 313 Elections as cities and towns are not billed for Presidential elections, increases in 311 Legal Services and 399 Waste Removal and added $25,000.00 for 443 Other Equipment as an emergency fund to be spent as the council deems appropriate if necessary.

Town Administration Department 2017 Budget Request reflects a 3.46% increase after the circuit breakers. Total 2017 Town Administration Department budget request is $569,513.00.

The 2017 proposed budget has a general Fund increase of 9.06%, an MVH proposed budget increase of 7.18% and a Utility budget proposed increase of 1.02% bringing the total proposed increase for the Town of New Whiteland’s budget for 2017 6.00%.

Council recommends moving all 400 monies within the General Fund to Town Administration so that they can authorize any large expenditures from the General Fund. These monies could still be used to purchase equipment for any of the departments but the timing of those expenditures when approved would be controlled by the council.

Council also discusses type of detail they would like to see on monthly reports from each Department Head. They would like to see Maintenance and Mileage logs on all town owned vehicles including miles driven daily on duty and off duty.

The 2017 budget hearings will be held on October 4th and 18th at 5:00 p.m.

Being no further business the meeting was adjourned at 7:45 p.m.

Respectfully submitted,

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Maribeth Alspach, Clerk-Treasurer

Approved: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

John Perrin, Council President