

**MEETING MINUTES**  
**BUTLER TOWNSHIP BUDGET COMMISSION**  
August 10, 2016

This meeting of the Butler Township Budget Commission was called to order at 6:00 p.m. at the Butler Township Meeting Hall, by Chairman Greg Brush. A meeting agenda was distributed by Erika Vogel.

**ROLL CALL:**

Present were Mark Adams, Erika Vogel, Jack Woods, Ken Betz, and Gregory Brush. Sherry Edwards was absent.

**APPROVAL OF MINUTES OF AUGUST 5, 2016:**

Ken Betz made a motion to approve the meeting minutes of August 5, 2016, Jack Woods seconded the motion. All in favor voted yes and the motion passed unanimously.

**BUDGET REVIEW & RECOMMENDATIONS**

At the request of the Commission, Chief Streck was in attendance to answer questions about the operations of the Police Department. The following is a bullet point list of views that were discussed:

- Staffing at 15 employees in the department is a good number – the department has ran this way for some time and it works
- This staffing allows 2 cars to be out
- The replacement of the 4<sup>th</sup> Sergeant would allow the department to have a Sergeant on duty at all times, not relying on Officer In Charge (OIC)
- The busiest time for calls is from 4:00 p.m. to 11:00 p.m.
- It would be difficult to cut 3 positions in the department if the General Fund Transfer goes away
- If the department had to go down to 12, the Lieutenant position would need to be looked at
- A 3:00 p.m. to 11 p.m. schedule could be considered for the Lieutenant position so that duties could be spread out between the Chief and Ltn.
- Uniform supply, maintenance and records could be assumed by the Ltn.
- If the Ltn. position is eliminated, a part time or full time civilian would be needed. That civilian would need to be the property room custodian
- Ltn. position is \$80K, civilian admin position would be \$50K and overtime for Sergeants could reach \$30K – almost a wash eliminating the position
- The K-9 “Zorro” would have to stop providing mutual aid
- Officer Harlow and Zorro, in a given 40 hour work week, are only in the township 20 hours due to necessary training and mutual aid
- The department has good supervisors and detectives to provide support – an Administrative Sergeant could be used in the Acting Chief role should the Chief be absent

- Detective is very overworked – has approximately 250-300 open cases - this is down from 509 cases that we were down at the beginning of the year.
- 2 Detectives would be ideal for the department
- If the Police lose up to \$350,000 of General Fund money this modern township will be ran like a rural township
- A detective is not needed on the Bulk Task Force, unless the motive is to just stay involved. Bulk has only brought in approximately \$18,000 in the last 7 months
- The department is busy – call volume was discussed along with Miller Lane specific calls
- Training requirements are increasing. By 2018, 40 hours will be required.
- If the levy does not pass, the following concerns were discussed:
  - Reduction of staff
  - Longer response times
  - No pro-active patrol of neighborhoods
  - Reevaluation of the K-9 program
  - Decrease in detective services
  - Restricting use of take-home vehicles

The Commission asked Erika to provide them with staffing levels in past years and calls for service, with a breakdown of calls in the Miller Lane Business District.

The Commission discussed an appropriate balance to remain in reserves in the General Fund. It was determined that 25% of all funds aggregate budgets would be the appropriate carry over.

Additional discussion took place regarding the police department budget as amended.

**NEXT MEETING:**

An additional meeting was added to the schedule for Wednesday, August 17 at 5:30 p.m. It was noted that Sherry could not be available for that meeting. Discussion topics will include the Service Department budget and General Fund updates.

**ATTEST ON BEHALF OF** the Butler Township Budget Commission:

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Erika Vogel, Commission Member

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Greg Brush, Chairperson

These minutes approved: August 17, 2016