

**MEETING MINUTES**  
**BUTLER TOWNSHIP BUDGET COMMISSION**  
September 7, 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, Gregory Brush and Sherry Edwards.

**APPROVAL OF MINUTES OF AUGUST 24, 2016:**

Ken Betz made a motion to approve the meeting minutes of August 24, 2016. Mark Adams seconded the motion. All in favor voted yes and the motion passed unanimously.

**BUDGET RECOMMENDATIONS**

The Commission went over the final revisions and recommendations for the 2017 Budget. It was discussed that if the Police Levy doesn't pass, \$300,000 in cuts are going to have to be made. It was also noted that contributions to other organizations (Fireworks event) may need to be eliminated. There was other discussion pertaining to various revised line items. The budget recommendations were finalized

The Commission reviewed recommendations and signed the letter to be presented to the Board of Trustees, with the budget, which included the following;

1. The general fund carry over should be a minimum of 25% of the aggregate budgets
2. Each department should fund itself and not rely on transfers from the general fund for operation
3. Once operating expenditures reach 90% of the total revenue, an action plan needs to be put in place
4. Each department should maintain a 1 year carry over balance
5. A 5 year capital plan should be updated annually for each department

**NEXT MEETING:**

The next meeting of the Budget Commission will be scheduled in 2018<sup>7</sup>. A new member will need to be appointed to fill David Mohler's seat and Ken Betz term will expire in 2017.

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

  
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Sherry Edwards, Secretary

  
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Greg Brush, Chairperson

These minutes approved: May 1, 2017