

**CASTLE ROCK TOWNSHIP
BOARD OF SUPERVISORS
ANNUAL BUDGET AND AUDIT MEETING
February 12, 2015 6:30 PM**

Approved

The Annual Budget and Audit Meeting of the Board of Supervisors of Castle Rock Township was convened at the Town Hall on Thursday, February 12, 2015. Those present were Drea Doffing Chair, Russ Zellmer Vice-Chair, Jeff Partington, Dave Nicolai, Sandy Weber, Barbara Lang, Clerk and Colette Mumm Treasurer. Also in attendance was Mark Henry.

Drea Doffing, Chair, called the meeting to order at 6:30 pm and the Pledge of Allegiance was recited.

Drea Doffing asked Colette Mumm to take over and to review the proposed 2015 budget levy information.

(Listed by line item, and only those with changes of more than \$100 from the previous year's Budget are listed)

Page 1:

- #4 Professional Services Misc. Will include pro-rated amount for purchase of new voting equipment by Dakota county. Increase by \$650.00 to \$2,150.00
- #5 Dues/Subscriptions Decrease by \$500.00 to \$4,500.00
- #8 Planning Commission/Wages Decrease by \$300.00 to \$2,700.00
- #9 Clerk/Wages Increase by \$2,500.00 to \$14,000.00
- #10 Deputy Clerk/Wages Increase from \$0 to \$1,000.00
- #11 Treasurer/Wages Increase by \$1,100.00 to \$6,500.00
- #12 Election Judges/Other Pay Decrease by \$200.00 to \$1,000.00
- #13 Training Increase by \$150.00 to \$800.00
- #14 Mileage Increase by \$100.00 to \$1,100.00
- #17 FICA-SS & Medicare Increase by \$200.00 to \$5,400.00
- #18 Federal Withholding-employee Increase by \$700.00 to \$2,000.00
- #19 PERA Increase by \$250.00 to \$4,000.00
- #23 Building Inspections Decrease by \$7,000.00 to \$24,000.00
- #25 Septic Inspections Decrease by \$1,000.00 to \$1,000.00
- #28 Habeck Web Development No money budgeted for 2015, as website is being maintained by clerk. There may be minimal consulting charges during the year if needed.
- #30 Printing No money budgeted for 2015. There will be approx. \$100 charge for printing the special edition of the Chronicle prior to the Township elections
- #34 Lawn Service Increase by \$250.00 to \$5,250.00
- #39 Telephone Decrease by \$100.00 to \$1,700.00
- #40 Gas Decrease by \$1,000.00 to \$2,000.00
- #42 Office Equipment Increase to \$2,000.00 for purchase of new printer, computer and software
- #43 Office Supplies Increase by \$500.00 to \$2,000.00
- #44 Miscellaneous Decrease by \$100.00 to \$400.00
- #49 Building Increase by \$1,000.00 to \$1,200.00 to install exterior railing and additional walkway by east exit door that is used during elections.

Changed total of Page 1 to \$114,925.00

Page 2:

Roads & Bridge Fund Disbursements

- #2 Road Labor General Decrease by \$200.00 to \$1,000.00
 - #5 CAPX 2020 No money budgeted for 2015, as construction is complete
 - #7 Dustcoating Increase by \$3,000.00 to \$35,000.00 to maintain dustcoating on turnback roads
 - #8 Road Signs Increase from \$1,750.00 to \$2,000.00 for expected replacements after inspection
 - #10 Culverts Increase by \$5,500.00 to \$7,500.00
 - #11 Ditch Maintenance/Weed Control/Tree Removal Increase by \$3,000.00 to \$18,000.00
 - #14 Professional Services Increase from \$0 to \$1,000.00
- Total for Road & Bridge Fund Disbursements: \$195,800.00

Fire & Ambulance Disbursements

- #20 City of Farmington Increase by \$1,000.00 to \$55,000.00
- Total for Fire & Ambulance Fund Disbursements: \$80,500.00

Park Fund Disbursements

- #26 Buildings-Structures Increase by \$895.00 to \$2,895.00
 - #27 Rentals Decrease by \$105.00 to \$145.00
 - #29 Weed Control Increase from \$0 to \$1,200 to include complete spraying of the ball field
- Total for Park Fund Disbursements: \$4,500.00

Capital Projects Funds

CIP 2014-01 Rocky Hills Expect to spend additional \$5,500.00 to complete project in 2015
New CIP for culvert/ditch work along Danville Ave \$15,000.00

Escrow Fund: Reduce Refunds & Reimbursements to \$5,000.00
Changed total of Page 2 to \$421,225.00

Page 3 (Income):

- #6 Delinquent Taxes Decreased by \$1,000.00 to \$6,000.00
 - #9 Town Road Allotment Increased by \$1,000.00 to \$17,000.00
 - #10 MN State Aid Estimated income for 2015 to be \$10,000.00
 - #18 Charges for services No income budgeted for 2015
 - #19 City of Farmington Decrease by \$500.00 to \$500.00
 - #23 Filing Fees Increase from \$6.00 to \$120.00
 - #27 Escrow Funds Reduce to \$5,000.00
 - #32 Savings Reduce to \$27,605.00
- Total Income in Proposed 2014 Budget: \$421,225.00

Discussion was held regarding the levy, recommending 0% levy increase.

Sandy Weber made a motion and Russ Zellmer seconded for a 0% levy increase at the March Annual Meeting. 5 ayes. Motion carried.

Brief recess was called at 7:40 pm.

Drea Doffing, Chair, resumed order at 7:45 p.m.

Barbara Lang, Clerk, and Colette Mumm, Treasurer, presented their audit records for the Board of Supervisors to review.

Russ Zellmer made a motion and Jeff Partington seconded to approve the reviewed 2014 audit. 5 ayes. Motion carried.

Jeff Partington made a motion and Dave Nicolai seconded to adjourn the budget and audit meeting. 5 ayes. Motion carried.

Meeting adjourned 8:05 p.m.

Respectfully Submitted,
Barbara Lang, Clerk

Attest: Drea Doffing, Chair