

**CASTLE ROCK TOWNSHIP
BOARD OF SUPERVISORS
ANNUAL BUDGET AND AUDIT MEETING
February 19, 2019 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 22, 2018. Those present were Sandy Weber, Chair; Jon Juenke, Vice-Chair; Dave Nicolai, Jeff Partington and Kelly Elvestad. Also attending the meeting were Barbara Lang, Clerk; Rhonda Rademacher, Treasurer; Mark Henry and Pete Schaffer.

Sandy Weber, Chair, called the meeting to order at 6:30 pm.

Sandy Weber asked Rhonda Rademacher to take over and to review the proposed 2019 budget information.

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

Page 1:

- #6 Professional Services – Misc. Increase by \$5,000 to \$10,000 to cover expected cost of Town Planner and Town Engineer for expected projects during 2019.
- #9 Board of Supervisors – Wages Increase by \$250 to \$7,000, to budget for potential additional time used by Supervisors overseeing township projects.
- #10 Planning Commission – Wages Decrease by \$1,100, based on past two years actual expense.
- #14 Elections - Judges and Other Exp Decrease by \$1,900 to \$1,600, as there will only be one election this year.
- #17 Legal Services Increase by \$2,000 to \$12,000 due to expected projects needing legal review during 2019.
- #22 Building Inspections Increase by \$2,000 to \$30,000 based on expenses for the past two years.
- #23 Building Permit Surcharges Decrease by \$400 to \$600 based on history of surcharges in 2018.
- #28 Postage Decrease by \$350 to \$350, no additional mailing planned in 2019 to township residents.
- #43 Town Hall Maintenance Increase by \$7,000 to \$10,000. Increased cost in 2019 due to request to replace the front door/window unit on town hall.

2019 Updated Expense Total for General Funds: \$130,564.00

Page 2:

Roads & Bridge Fund Disbursements

- #1 Blacktop Road Maintenance Increase by \$7,000 to \$13,000, due to expected cracksealing to be done in 2019
- #10 Mowing/Brush & Tree Removal Increase by \$2,500 to \$5,000 due to less expected brush/tree removal in 2019
- #12 Culverts Increase by \$2,500 to \$5,000 in anticipation of expected use in 2019

2019 Updated Expense Total for Road & Bridge Fund Disbursements: \$202,500.00

Capital Projects Funds
None expected in 2019

Fire & Ambulance Disbursements

- #20 Randolph/Hampton Increase by \$1,501 to \$31,581
- #21 City of Farmington Increase by \$1,765 to \$62,713

2019 Updated Expense Total for Fire & Ambulance Fund Disbursements: \$94,794.00

Park Fund Disbursements

- #25 Mowing Decrease by \$1,000 to \$6,000 in anticipation of only mowing ditches at Rocky Hills park in 2019.
- #28 Rocky Hills Park Project Budget \$500 anticipated to be used for wildflower/pollinator planting in park.

2019 Updated Expense Total for Park Fund Disbursements: \$7,950.00

Escrow Fund:

Nothing in budget, as this varies as projects are submitted to the township.

2019 Updated Expense Total of Page 2 to \$435,808.00

Page 3 Income:

- #2 Local Fees & Building Permits Increase by \$3,000 to \$48,000, based on expected new residences scheduled to be built in 2019
- #4 Conservation Credit Nothing budgeted, as County did not split this out in 2018
- #8 Town Road Allotment Increase by \$3,300 to \$23,300 based on payment already received
- #11 Town Aid Increase by \$500 to \$2,500, based on 2018 payment
- #12 Ag Preserve Conservation Credit Decrease by \$1,000 to \$3,000, based on 2018 payment
- #17 City of Farmington Increase by \$600 to \$1,100 based on invoice issued for 2018
- #18 Donations Decrease by \$750 to \$250, as there is no guarantee of receiving this
- #25 Income Required from Savings Decrease to \$32,858

Total Income in Proposed 2019 Budget: \$435,808.00

Discussion was held regarding the levy, recommending a total \$5,000.00 levy increase, which is approx. 1.55%.

Dave Nicolai made a motion and Jon Juenke seconded for a \$5,000.00 - ~1.5%levy increase at the March Annual Meeting. 5 ayes. Motion carried.

Barbara Lang, Clerk, and Rhonda Rademacher, Treasurer, presented the financial reports and documentation, which was audited by the Supervisors. No discrepancies were found.

Dave Nicolai made a motion and Kelly Elvestad seconded to approve the reviewed 2018 audit. 5 ayes. Motion carried.

Jon Juenke made a motion and Kelly Elvestad seconded to adjourn the budget and audit meeting. 5 ayes. Motion carried.

Meeting adjourned 7:20 p.m.

Respectfully Submitted,
Barbara Lang, Clerk

Attest: Sandy Weber, Chair