

WASHINGTON TOWNSHIP BOARD MEETING
FEBRUARY 14, 2017
TRUSTEE REPORT

1. Tonight the department heads and I will be presenting the State of the Township. In addition, per state statute, I will present the 2016 Township Annual Financial Report. As part of the State of the Township, each Department has done a yearend report on key information for your review.
2. Under Old Business, I will be giving you an update on our Township Government Center/Fire Headquarters Project. Representatives from MacDougall-Pierce (our contractor) and LINK Management (our owner rep) will be present to give additional updates and answer questions. LINK will also review the RFP process and results for the painting of the Auxiliary Building. As I told you at the January 3, 2017, Board meeting I was bringing for your Approval how to proceed on that even though it will end up being within the overall all project budget.
3. Also under Old Business, the Pecar project update will be reviewed. Even though, we won't be doing any actual major construction for that project until later, I have decided to have LINK Management be the owner rep. I have been very happy with their work on the present Building Project. I think their expertise will help make things go more smoothly from start to finish. LINK will be helping us in the process of selecting the architect. Their cost for assisting us in this process until the actual selection will be a "Not Exceed \$4600". I will be paying their fees from our professional services line item in the 2017 General Fund Budget. They will also work with us to projection completion and will provide me a quote for that too.
Tonight Parks Director Lora Lacey and LINK will be giving you the Pecar update.
4. Tonight Public Assistance Director Monica Bales will be presenting for your approval the 2017 Township Assistance Guidelines. State statute dictates that you set those guidelines annually and then give those to the County Commissioners.

5. Also under New Business, Chief Smith is asking approval to expend from his budget or CUM Funds, the purchase of new hood protection for all of the fire personnel who are involved on runs. He sent each of you an email outlining the need, information about the hoods, etc.

6. Last year as part of the 2016 Rainy Day appropriations, funds were allocated for Chief Smith to use for the new wellness program and for overtime to be used for personnel doing training while off duty. Not all of those funds were used. However, because we did not have invoices or contracts as required, we could not encumber those unused funds. Chief Smith will be reviewing these and seeking preliminary approval to proceed with the understanding we will do an additional appropriation from Rainy Day to pay for the expenses incurred.
7. Tonight as directed by our Financial Advisor, we will be seeking approval for the 2017 Temporary Transfer of Funds. We did this last year too. You are allowed to do that as long as you transfer them back by the end of the year.
8. The last item under New Business will be your appointment to the Township's Defined Contribution Retiree Medical Plan (VEBA II) Governing Board. The plan calls for a Board member or designee to serve on the governing board for a two year term. The current member's term expired January 1, 2017. You can reappoint the same Board member or someone else.
9. We recently received our 1782 Order for our 2017 Budget. Our budget was approved, except for a decrease in the 2017 Rainy Day Budget. I sent to you separately the DLGF explanation and our Financial Advisors comments. As he stated we will just have to do an Additional Appropriation. The funds are there to do that.